

Engage Liverpool CIC

Minutes of Meeting

10/01/2018



Board Meeting at The Tapestry, 68–72 Kempston Street, L3 8HL, 5.30pm – 7.30pm

1 Apologies, Welcome & Introduction

Attendees:

GP – City Quay (Chair, VB)
ZZ – Mann Island (VB)
AM – Armstrong Quay (VB)
MH – LHM (A)

Apologies:

DH – Duke Street (VB)
GM – Prosocial Place (NVB)

2 Minutes of previous meeting & matters arising

- Minutes of previous meeting approved and posted online.
- Still awaiting some receipts from one Hamburg speaker.
- Domain name has been renewed for another year, paid by ZZ, to be reimbursed.
- Progress made on Awards for All bid. Details to follow.

BOARD

ZZ to book space for next meeting.

3 Chair's Report

Chair's report circulated ahead of meeting. GP reported on meetings throughout the last month, including:

- Meeting re: Collaborative City Platform, via PlaceEd.
- Meeting re: Office for Civic Imagination.
- Delivery of Waterfront Residents Meeting flyers with ZZ.

GP

4 Finance report

- Seminar series accounts aren't yet concluded. Further sponsorship funds are being sought. Still awaiting some invoices.
- Sponsorship has been agreed and invoiced for Waterfront Residents Meeting.

AM

5 Website, social media & blog

- ZZ to produce Facebook and Twitter posts advertising the speakers, now we have the line-up confirmed.
- Discussion of paying for a few Facebook "promoted" posts. ZZ to investigate current ticket sales, and confirm whether more promotion is required.
- MH suggests sending Waterfront Meeting speakers a template email for them to promote the event through their own networks.
- ZZ to send belated January Grapevine tomorrow, focussing on Waterfront Meeting and the topics/areas it will

ZZ

ZZ social media posts.

ZZ Grapevine.

cover. A copy also to be sent to non-Grapevine attendees of the 2018 Waterfront Meeting.

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| 6 Urbingo | GP |
| <ul style="list-style-type: none">• GP has meeting with Nonconform tomorrow, re: financial side of Awards for All bid.• GP to circulate bid once that's done. | GP to circulate A4A bid to board. |
| 7 Waterfront Residents Meeting | GP |
| <ul style="list-style-type: none">• Flyers have been delivered.• Powerpoint slides are being finalised.• ZZ to prepare and print event feedback form.• ZZ to handle social media on the day.• AM and GM to handle welcome desk on the day.• ZZ to add sponsor logo to Powerpoint slides. | ZZ to print feedback form.

ZZ to add sponsor logo to slides. |
| 8 2018 Seminar Series | GP |
| <ul style="list-style-type: none">• GP has a meeting next week regarding the SDG Game.• GP to follow up on contact with Steve Rotherham's office.• ZZ to investigate pricing options (pay what you feel?) and payment providers.• Extended discussion of local hot topics including transport, homelessness, and devolution, with the SDGs as a common thread.• Board to research groups/organisations focussing on these hot topics in the LCR. | ZZ to investigate payment options.

Board to research topics/groups. |
| 9 WHS Action Plan 2017-2024 | GP |
| (Skipped) | |
| 10 WHW Report 2019 | GP |
| <ul style="list-style-type: none">• Next meeting in Paris on 4th Feb.• GP's article on Liverpool WHS, for the WHW report, has been sent, and we are awaiting publication. | |
| 11 Air Quality Eggs | GP |
| (Skipped) | |
| 12 Office for Civic Imagination | GP |
| (Skipped) | |
| 13 AOB | Board |
| <ul style="list-style-type: none">• ZZ to send MH a link to event feedback results spreadsheet, so MH can extract some statistics and idea of coverage area. | |
| 14 Next meetings | |

Wednesday 13th Feb; Thursday 14th March; Thursday 11th
April; Thursday 9th May; Thursday 13th June; Thursday 11th
July.