

# Engage Liverpool CIC

## Minutes of Meeting

### 14/11/2019



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

#### 1 Apologies, Welcome & Introduction

#### Actions

##### Attendees:

GP (Chair) - City Quay (VB)  
 DH – Duke Street (VB)  
 AM - Armstrong Quay (VB)  
 ZZ – Mann Island (VB)  
 GM - Prosocial Place (NVB)  
 MH – LMH (A)

##### Apologies:

##### Absent:

2 Minutes of previous meeting approved and posted online. Actions from previous meeting completed by GP, ZZ to merge mailing lists to avoid duplicates (see 5), Board to propose venues (see 9)

#### BOARD

#### 3 Chairs Report

Report circulated ahead of meeting, GP detailed meetings re Piazza Fountain throughout the month as well as meetings connected to Seminar Series

#### GP

#### 4 Finance Report

Bank balance shows around £3k of own funds, thanks to generous donations following SS  
 ZZ draws attention to change in processing of Eventbrite donations, report to be compiled for potential sponsors showing Eventbrite income  
 Question about outstanding payment related to Seminar Series

#### AM

ZZ to enquire at Tapestry about outstanding invoice

GP to enquire about Rayross flyer cost and PlanIt sponsorship

- Tapestry venue for Seminar 2
- Rayross flyer printing
- Sponsorship from PlanIt

#### 5 Website, Social Media & Blog

#### ZZ

- spike in FB engagement around 14OCT due to homelessness seminar
- equally on Twitter Engage was mentioned 3x more than usual
- Top tweet noted on 28OCT on regenerating Liverpool's Cavern Quarter
- Consideration to be given on who to mention in tweets
- ZZ to review how website is used, GP gets comments on website
- ZZ reports on email by hosting provider about complaint, after investigating, performed data breach incident log self-assessment, post concerned to be corrected and reposted
- [Info@engageliverpool.com](mailto:info@engageliverpool.com) unmonitored needs dedicated person to check and if necessary forward emails

ZZ to merge lists to avoid multiple email send out  
 ZZ review website use

ZZ to send DH log-in details to monitor [info@engageliverpool.com](mailto:info@engageliverpool.com)

#### 6 City Conversation Event

#### GP

Following Chair meeting on 13NOV with Peter Flynn  
ZZ suggests to hold conversation in neutral place  
Andrew Beattie by Wordscapes to be contacted by GP  
GP only prepared to host if event lead by Engage

**7 Urbingo Project**

Nothing to report

**GP**

**8 2019 Seminar Series**

- Feedback forms handed to ZZ to compile Follow-Up document
- Board discussed attendance and quality of seminars
- MH commented marketplace concept worked well
- GM commented on discrepancy between quality of speakers versus officials
- AM commented on conversation with attendants questioning impact
- GM suggests to highlight way how Seminars on website is refreshed
- Board agreed time and space for conversation after seminars just as important as event itself

**BOARD**

ZZ follow up with feedback forms

**9 2020 Seminar Series**

- Discussion on Set-up and topics
- Board agreed more time needed to discuss next series in more detail, suggestion to dedicate full meeting to topic

**BOARD**

BOARD to explore content of each seminar including titles etc

**10 WHS**

GP invited to World Heritage Watch Event in Paris  
Discussion on whether attendance is useful in view of past Seminar Series and conclusion to former work  
Board voted to enable attendance with one abstention and two unable to vote.

**GP**

**11 Piazza Fountain**

GP attended various meetings regarding creation of Steering Group, relating document circulated ahead of meeting

GM suggests exploring Public Realm Strategy for City Centre as well as Public Art Strategy, will forward documentation and links

**GP**

GM to send GP links and docs

**11 AOB**

GP asks to extend invitation to potential new board members

**BOARD**

BOARD to suggest new members

**12 Next meetings for 2019:**

DEC date and venue tbc

**Venues:**

tbc