

# Engage Liverpool CIC

## Minutes of Meeting

### 10/11/2021



Minutes of Board Meeting via Zoom from 6.00 pm

#### 1 Apologies, Welcome & Introduction

#### Actions

##### Attendees:

GP (Chair) - City Quay (VB)  
 DH – Duke Street (VB)  
 LL – St Lawrence Quay (VB)  
 MH – LMH (VB)  
 AM - Armstrong Quay (VB)  
 ZZ – Mann Island (VB)

##### Absent:

GM - Prosocial Place (NVB)  
 HW – LCC (A)

#### 2 Minutes of previous meeting approved, published online and circulated

Review of actions from previous meeting:  
 AM to pay invoices & reimburse ZZ for hospitality  
 ZZ to send figures to AM  
 AM to invoice Marketing Liverpool for refreshments & speaker's gifts

#### BOARD

AM reimburse ZZ for outlay of post Seminar refreshments  
 Invoice Marketing Liverpool

#### 3 Chairs Report

GP sent Chairs Report ahead of meeting  
 Nothing to report, Seminar Series coming up in item 6

#### GP

#### 4 Finance Report

Eventbrite payments for three seminars have come in  
 Engage to thank attendees who made a donation  
 Check with LMA for outstanding payment for 1<sup>st</sup> seminar  
 Payment to Nonconform for seminar work upcoming, but not invoiced yet

#### AM

ZZ thank attendees who donated via email

#### 5 Social Media Report

**Twitter:** most popular tweet by Andi Herring during 1<sup>st</sup> Seminar  
**Facebook:** activity lower than Twitter as usual  
**Mailchimp:** same opening rate as usual, there were a few signups to SS after Mailchimp  
 GP & Board thank ZZ for great work in preparation and during seminars  
 ZZ reports issues with website update malfunctioning  
 ZZ fixed issue temporarily, but makes Board aware of future work on website needed

#### ZZ

Board to submit items for December  
 Grapevine by end of November

#### 6 2021 Seminar Series

- GP to get in touch with Andrew Beattie on written piece on Seminars
- Video editor needed to work on footage of series to add to our Youtube archive
- Attendee numbers: 1<sup>st</sup> Seminar: in person: 58, online: 32  
 2<sup>nd</sup> Seminar: in person: 34, online: 18  
 3<sup>rd</sup> Seminar: in person: 34, online: 18

#### GP

GP to contact Andrew Beattie on write up

ZZ evaluate forms

Evaluation forms with ZZ, to be analysed for feedback  
 LL remarks that panel would have needed microphones to be better audible in room  
 MH notes important connections made between stakeholders & organisations  
 AM points out tourist vs. resident debate could have been more pronounced  
 ZZ remarks limitations with equipment after venue change & welcomes good connections with Council

BOARD to suggest bid writers & ideas for SS22

MH to set up Board WhatsApp group  
 BOARD to forward contact details to MH

Discussion on next Seminar Series and potential topics: citizen engagement & democratic accountability or climate change & sustainability

GP suggests Citizen Assembly on tourism

ZZ describes his experience with MySociety & stresses that for citizen assemblies to work they need government backing & commitment

ZZ asks whether Seminar Series still serve our purpose & still in line with our Mission

GP suggests Zoom meeting with Marketing Liverpool on learnings from SS (suggested date: 8<sup>th</sup> December 2021)

Better funds needed if Seminar Series is to continue, need for bid writer

WhatsApp Group to be set up to share ideas among the Board

**7 ARCH Project**

Postponed  
 Next CEN/WS ARCH Meeting: 11<sup>th</sup> November 2021 09:00 - 12:30 CET  
 Next ARCH MLWS meeting: 9<sup>th</sup> December 2021

**DH**

DH to attend to CEN, ARCH & EURESFO events

**8 Piazza Fountain**

Nothing to report

**GP**

**9 Roscoe Gardens**

Nothing to report

**GP**

**10 Baltic Consultation Process**

Nothing to report

**GP**

**11 2022 Seminar Series**

Discussed in item 6

**BOARD**

BOARD to come back with comments & suggestions

**12 AOB**

**13 Next Meeting: 09.12.**

**Venues:** tbc