Engage Liverpool CIC Minutes of Meeting 08/02/2023

Minutes of Board Meeting, 21 Duke Street, from 6.00 pm

		Actions
1	**Apologies, Welcome & Introduction**	

Attendees:

GP (Chair) - City Quay (VB)
AM - Armstrong Quay (VB)
DH – Duke Street (VB)
MH – LMH (VB)

Apologies:

ZZ – Mann Island (VB)
LL – St Lawrence Quay (VB)
GM - Prosocial Place (NVB)

2 Minutes of Previous Meeting & Matters Arising

Minutes of previous meetings circulated ahead of meeting.
GP went through actions to be completed

- MH cycling article outstanding
- ARCH project – (item 10)
- GP chasing donation for SS (item 4)
- Marketing Liverpool (item 7)

Actions: BOARD article ideas

MH article on city centre perspective on cycling
DH/GP restart ARCH project

3 Chairs Report

GP circulated report ahead of meeting, reported in more detail on

- Ataa Alsalloum re ARCH-project follow up (item 10)
- Marketing Liverpool & ACC Liverpool re Eurovision Resident's Meeting (item 7)
- Luxembourg City Tourist Office re Engage Keynote Address 16.05.23 in Luxembourg (item 8)

Actions: **GP**

4 Finance Report

AM reports bank balance largely unchanged
GP contacted again and awaiting response
Pay invoice from Nonconform for work on SS22
AM contacted Hope St Hotel and achieved extension of voucher until end of March – discussion on best use – Board to explore options:

- invite to Jon Alexander for joint event with Bluecoat
- offer voucher at silent auction at Resident's Meeting to increase funds
- offer to buy the voucher from interested parties
- use as venue for March Board Meeting

AM collected account paperwork from LCVS, year-end in 6 weeks

Actions: **AM**

GP chase donation

AM pay Nonconform

5 Social Media Report

Nothing to report

Actions: **ZZ**
Board to share useful Twitter handles pls

6 Social Enterprise plan

Nothing to report

Actions: **GM/ZZ**
GM/ZZ Update Sponsorship documents (see SEP)

7	**Waterfront Residents Meeting 2023**	**GP**
	GP to meet Chief Executive ACCL	GP mention Piazza Fountain Questionnaire, Follow-Up on Tel Aviv meeting and upcoming visit to Luxembourg
	2 volunteers on 2 welcome desks downstairs to register all participants	
	2 volunteers upstairs to direct to room and refreshments	
	Assigned acronyms on guest list to help pinpoint which apartment blocks attendees are from; Contact attendees afterwards to ask for people from each block to volunteer as a designated contact person	Invite attendees to sign up to Grapevine
	Andrew Beattie & ZZ to handle social media,	Feedback forms to include: How did you hear about event
	Cllr Patrick Hurley to speak on ward boundary changes	
	Faye Dyer, Chris Brown, Sue Finnegan, Sue Gibson and Veronika Yasnska invited to speak.	

8	**2021 Seminar Series: Next steps**	**GP**
	Awaiting communication from Marketing Liverpool (DMO)	Contact DMO after Eurovision
	GP to give Keynote Address 16.05.23 in Luxembourg, invited by Luxembourg City Tourist Office – report after will be posted on website	

9	**2022 Seminar Series**: **Next steps**	**GP**
	Ongoing conversations with councillors and stakeholders	BOARD review & update or reduce list
	BOARD to aid with list provided by LCVS, merge & update list with our own as necessary, add Twitter handles & contact details if available	MH doc for commissioner

10	**ARCH Project: Next steps**	**GP/DH**
	DH & GP met with Dr Ataa Alsalloum of UoL, who promised to get in touch with different organisations; DH to follow up	Restart conversation with LJMU & UoL
	DH contacted LJMU with no response yet; follow up again	
	→ invite Juliet Staples & All-Party Parliamentary Groups (APPGs) on Climate Change once date with universities arranged	

11	**Piazza Fountain**	**ALL**
	Questionnaire on website, to be mentioned at Resident's Meeting	
	BBC Radio Merseyside with Pam Wilsher on Piazza Fountain she mentioned Engage: https://www.bbc.co.uk/programmes/p0dzh5w9	

11	**AOB**	**ALL**
	AM filed complaint at Financial Ombudsman against RBS about mishandling of account, awaiting response within 7 days	
	MH suggests updating feedback forms to find out how people heard about the event	
	Next Meetings: *08.03; 12.04; 10.05; 14.06; 12.07; 09.08; 13.09; 11.10; 08.11; 13.12.*	**Venues:** tbc