



# Engage Liverpool CIC

## Minutes of Meeting

### 08/06/2017

Minutes of Board Meeting at Wordscapes/Ethos, Northern Lights, Cain's Brewery Village, L8 5AF,  
5.30 pm – 7.30 pm

#### 1 Apologies, Welcome & Introduction

GP

##### Attendees:

GP (Chair) - City Quay (VB)  
AM - Armstrong Quay (VB)  
DH - Quay House (VB)  
ZZ – Mann Island (VB)

##### Apologies:

GM - Prosocial Place (NVB)  
PF – Thinking Liverpool (VB)  
MH- LMH (A)  
HW – LCC (NVB)

#### 2 Minutes of previous meeting & Matters Arising from Last Meeting

BOARD

Minutes of previous meeting approved, published online  
GS removal as Board director to be updated with Companies House

#### 3 Chairs Report

GP

GP reported on meetings throughout the month and detailed the following:

- Meeting to secure sponsorship alongside Regenda
- WHS Steering Group Meeting with full report published on website
- Art of Hosting Training in Bulgaria, brought back publication to be considered as basis for future projects to enable better hosting as well as facilitating of events in safe inviting environment

#### 4 Finance Report

AM

- No figures update
- Date slot available for accounts with LCVS 3<sup>rd</sup> July, need of draft figures for AGM
- Direct Debit set up for website hosting
- Bill expected for booklet printing "Art of Hosting" to be paid out of own funds
- Bill expected for flyer printing and delivery ahead of Annual Conference to be paid out of funds for Seminar Series
- Deposit for St. George's Hall Seminar venue paid
- Two banners to be paid from funds for Seminar Series

#### 5 Website and Social Media

PF/ZZ

- Nothing to report in PF absence
- ZZ summarised outcomes of Social Media Workshop on 29<sup>th</sup> May

<b>6</b>	<b>2017 Seminar Series</b>	<b>GP</b>
	<ul style="list-style-type: none"> <li>• main speakers confirmed, confirmation on one speaker's availability awaited,</li> <li>• 3 national speakers confirmed</li> <li>• 8 local panel members confirmed, 1 councillor not confirmed</li> <li>• Cunard Building venue unsuitable due to size restrictions, considering new venues along Waterfront for 2<sup>nd</sup> Seminar</li> <li>• WHS page live on website under seminars with resources drop-down</li> </ul>	
<b>7</b>	<b>Annual Conference</b>	<b>GP</b>
	<ul style="list-style-type: none"> <li>• Difficulties confirming flights for Workshop due to closure of Vilnius airport</li> <li>• Eventbrite page to be finished and published and connected to Mailchimp</li> <li>• Annual Conference to introduce Urbingo Project ahead of Seminar Series</li> <li>• Need to publicise events among schools, historians, heritage experts as well as app developers, photographers, artists and designers and families</li> </ul>	
<b>8</b>	<b>World Heritage Watch</b>	<b>GP</b>
	<p>World Heritage Watch Forum: 28JUN-3JUL17</p> <p>Document with report live on website under resources on seminar page</p>	
<b>9</b>	<b>Structure for more open and accountable organisation</b>	<b>ZZ</b>
	<p>Nothing to report</p> <p>Spread Sheet with contacts populated, ZZ working on various tools with PF to facilitate collaboration</p>	
<b>12</b>	<b>Date of Next Meeting</b>	
	<p>AGM, Venue TBC (suggestions invited)</p>	<p>TBC</p>