

Minutes Trustees Meeting 11/4/19

Present: Lorna Bunney, Jo McNamara, Diana Greene

Apologies: Alasdair Swan

1. Minutes of previous meeting 21/2/19 approved- ready for posting on website

-Matters outstanding:

Work on a channel for donation on DDN website AS

Draft a Vulnerable Adult Policy JM

2. Co-ordinators report

-Lorna's Carer Group Co-ordinator's Report of 21/2/19 was reviewed. There has been much activity with the group already this year, with interesting outings, activities and discussions. Lorna has drawn up a draft programme of varied events and meetings for spring and summer 2019, but is awaiting confirmation of some dates before the programme is ready to be distributed.

-16-20 people usually attend the Thursday afternoon group, but Lorna feels ready to invite 2 of the four people on the waiting list to join, as some members are becoming less regular for various reasons (usually health-related).

-In addition to time spent running the group and supporting people involved, Lorna has had a number of meetings with people and organisations relevant to the group, which has been time-consuming but worthwhile (eg Carers of E Lothian, Ageing Well Co-ordinator, Steph of AlzScot).

3. Fundraising Activities

-A 'donate' button on Dunbar Dementia Carers Support Group (DDCSG) Facebook page was discussed at last meeting, with no decision made. It was now felt, however, that it would be appropriate to provide this opportunity for people visiting the Facebook page, who are often local residents 'liking' reports posted by Lorna on the site. **To progress in discussion with AS**

- Co-op Fund- has been time consuming for Lorna, making arrangements and manning stalls.

- Forthcoming stand dates: 20 April (12-4) Countess Crescent Store- (volunteers in place)

-17 May and 14 June (11 30 - 3 30) High St Store – volunteers needed. JM and DG offered some availability.

-Unable to provide volunteers to take up a recent offer to run a raffle in aid of DDCSG at a local concert, it was agreed that it was necessary/appropriate to decline this opportunity. Ideally there would be to a Fundraising Volunteer group to resource fundraising opportunities.

-Although currently in a good financial position, concern was expressed about potential future competition with other charities seeking help from the same grant-funders, in an era of increasing pressure on Council resources.

4. First Aid Training

Lorna is looking into possible courses for herself and 2-3 regular volunteers, which would be tailored to the needs of the group. This was recognised as appropriate and likely to cost £50-£80 per person per day.

5. 'Dementia Friendly Dunbar' Facebook page was set up years ago, but now has the potential to cause confusion and Lorna will seek to close it down.

6. Directory of Dementia Friendly Activities in Dunbar- The list of activities is so numerous in Dunbar it would be difficult to print it in the planned DDN leaflet. It was suggested it could be included as an insert. We should state that information on activities listed correct at the time of printing, but to contact individual organisations for up-to-date info. It would also be good to include DDN logo on the printed sheet, so source of information apparent.

JM to work on Leaflet and Directory insert, with info provided by DG

7. Website LB and DG were helped by a recent training session with Philip Immirzi. DG will seek a further session to find out if it is possible to 'cut and paste' information such as the Directory of Activities and Programme of Events, and gain further competence in using the website (*now booked for 17/4/19*).

8. Dementia Awareness Training- DDN would like to see an Dementia Awareness training session take place in Dunbar, open to all in the local community who might be affected by Dementia, from local businesses to family members. **DG to explore support from M. Huddleston of AlzScot**

9. Financial review AS unable to be present, but recently sent information regarding healthy balance in General and Social Fund.

AS emailed the key financial points:

1. We have achieved our short term funding targets
2. Lorna has an exciting number of outings which we have agreed to fund
3. I will be preparing our statutory accounts for the year ended 31 March 2019
4. I recommend we ask a local accountant to give us an independent review (which OSCR requires), probably Paul Rogan (G Spratt & Co) on the High Street who audits the Sea Cadets accounts (also a charity).

10. Correspondence. A letter has been received from C Smyth MSP for S Scotland congratulating us on work of DDN and successful application to Lottery Fund, and offering his assistance with any issue if needed.

11. Invitation to Trustees to First Anniversary celebration tea at Dunbar Garden Centre on 23/5/19- please let Lorna know if you can come. (DG apologies given, on hols).

12. Date next meeting Thursday 30th May 4pm 81 Countess Rd