

Summary of the Othona trustees meeting held on 23 November 2009

Personalia

Ruth Bull was welcomed to her first meeting as the newly elected Community Secretary. Audrey Day's death was reported and her years of loyal service to the Community remembered. Louise Heatley and Bob Whorton were warmly thanked for their imaginative planning and leading of the AGM. It was agreed to book St Pancras' hall for the 2010 AGM on the understanding that a central London venue with better disabled access would be found for the 2011 one.

In preparation for Margaret Lydamore's retirement at the end of March after 15 years as a trustee, a paper outlining all her current duties as Trustees Secretary was circulated so that trustees could begin to consider how best to cover them.

Financial matters

Good news from both centres that they were currently running ahead of budget.

A budget group, consisting of Rupert Bragg, John Watters, Phil Melling and the treasurer, was set up and a budget timetable agreed in order to present the 2010/2011 budget to the meeting on 29 March 2010.

It was agreed that the treasurer would research a Quick Books central accounting package which he would then, in the new year, help the two centres to adopt.

Rupert, as finance trustee, reminded the meeting of our reserve policy to keep a cushion from the cottage money sufficient to keep Othona afloat for one year if the centres, for whatever reason, could do no business. He estimated we needed to keep £90,000 in reserve. We currently have £103,000 set aside.

Web-sites

Phil Melling presented a paper reflecting on Othona's web presence. It was received with great interest but any action was deferred until after the community-wide reflection weekend at the end of January.

Membership

The responses of the two centre committees to the membership paper were received, together with a paper from Tony Jaques. It was agreed to circulate all three to all those attending the weekend at the end of January, all committee members, and, of course, to the Membership Secretary.

Burton Bradstock chapel wall.

Tony reported that the internal wall between the chapel and the library was sinking so that one door was unusable and another sticking. It needed underpinning at an estimated cost of £14,800. After some consideration, including the fact that this would mean some eating into the reserve fund, the trustees agreed to support it on the understanding that BB would immediately launch a short sharp appeal for funds to offset at least part of the cost.

Bradwell new building.

Final costings only became available after the September meeting but the contract with the builder had to be signed before this meeting in order to keep to the East of England Development Agency's (EEDA) timetable. Therefore, by email, at the end of October, the trustees agreed that Othona would fund up to £129,000 of the project costs, being made up of £72,000 from the Fleming legacy and £57,000 from the Bradwell Development Fund. The balance of the funding, £123,000, is a grant from the *Cut your Carbon* programme administered by EEDA.

Sheila Maxey, chair of trustees, 3 December 2009