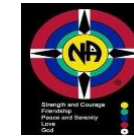
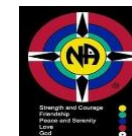




Sussex Area Online Committee (SAOC)

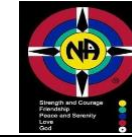


Committee meeting minutes	16.06.2021 06:00pm	Zoom - https://zoom.us/j/96107761705	
Chair of the meeting:	Paul R		
Reading of 12 Concepts:		By Neil	
Agenda items for meeting:	Treasury Report Consent for shares Meetings list – BMLT Database Zoom Next meeting date		
Those present:	Paul R – Chair Babs T – Treasurer Fi A – Secretary Coleen – Social Media Neil P -		
Apologies:	Jez C – Webservant		
Position Vacant:	Vice-treasurer (3yr ct) Webservant, 1 positions (1yr ct)	Neil advised that Phil is considering filling the Web Servant vacancy was hoping to attend the meeting but was unable to. Will hope to attend the next meeting.	Please announce in meetings. Positions still available: Vice-treasurer (3yr ct) Webservants x 1 (1yr ct)
Approval of last meetings minutes:	All	Approved	
Opening treasury	Babs	£250.00	



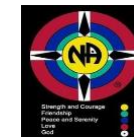
Sussex Area Online Committee (SAOC)

balance:			
Chair report:	Paul R		
Vice Chair report:			
Treasurer report:	Babs T	£250.00 now received in our new bank account	
Webservant report:			
Agenda Items	<p>Consent for audio shares BMLT</p> <p>Zoom</p> <p>Contacting all meetings</p>	<p>Neil confirmed that consent is collected when shares are recorded either verbally or in a signed format. The shares are online behind a sign in to enter members only page. Facebook shares include a preamble which includes consent.</p> <p>Neil explained that the meeting Zoom accounts are managed by SAOC and that we have two accounts at present, an annually paid one and a monthly paid one.</p> <p>Neil is hoping the monthly account will drop off to no use and then we can move all the meeting to the annually paid account. The annual account is discounted and is due on 14.07.2021. Last year it cost £83.93 plus VAT.</p> <p>It was agreed that it was worth us renewing the annual account</p> <p>It was discussed and Paul confirmed that we will wait for meetings to contact us.</p>	<p>Payment to be made for annual Zoom account – Neil to forward info for Babs to pay</p> <p>Paul will let ASC know that we are keeping this Zoom account for us and other users</p>



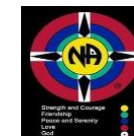
Sussex Area Online Committee (SAOC)

	Social Media	<p>We have 435 followers on Instagram. Neil is going to show Colleen how to put images together for her to continue posting 1-2 times a week.</p> <p>We are following 350 local groups and health organisations.</p> <p>Colleen explained that she was not sure what we can and can't put up on IG and Neil advised that we should follow the UK PI model</p> <p>There was a discussion about whether we take a PI approach to social media or a fellowship one. Ultimately it was decided by the group that we keep it professional in the same vein as PI not H&I</p> <p>Babs thanked Colleen for maintaining the IG account.</p> <p>Neil confirmed that he has put a QR code on the posters taking the user to our IG.</p> <p>Neil has also changed Facebook recently to mirror Instagram and comes from Sussex NA and includes links to social media guidelines</p>	
	BMLT Meeting Lists	<p>Clarification of what we would be paying for.</p> <p>We are renting a servicer space to store data.</p> <p>20i cost would be £17.49 per month and Amy has a link to</p>	



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		<p>have it fixed that price for a year.</p> <p>Babs questioned whether we could instead produce a PDF?</p> <p>Neil advised that this had been tried before lockdown but it had come out at about 3 A4 pages.</p> <p>The bonus with BMLT is that it can be updated monthly and anyone nominated can do this.</p> <p>Paul confirmed he is in favour of the use of BMLT but does have a concern about moving things away from the committee and as a result petering out. Feels we need to automate the process as much as possible.</p> <p>Babs confirmed that the meeting list will still need to be updated and so someone within this committee still owns it.</p> <p>Paul asked whether formatting will become a problem for printing as meetings grow.</p> <p>Neil advised that the layout on BMLT is uniform and automatic whereas the online list at present is a bit of a mess.</p> <p>Paul suggested that a Web Servant would update BMLT which would update the site which would in turn update the printable list. If we used PDF instead we would have to update both the site and the PDF.</p> <p>Babs wondered if we actually need printer lists anymore</p>	
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		<p>but Paul and Neil advised that the lists are still given to newcomers and those coming out of treatment and are useful for those people without smart phones.</p> <p>Neil confirmed that we will just be able to print out the lists as needed.</p> <p>Neil advised he would have another chat with Amy about 20i. BMLT is a group of Americans who set this server up in the USA, at present they have no server in the UK so the alternative, 20i is an independent server company. If we went for BMLT we would have to fund the UK server as they can't use the ones in Ireland or Europe hence renting via 20i or the equivalent.</p> <p>This type of meeting list is likely to take off across the UK as whole but hasn't yet.</p> <p>Babs wondered if we should try the Pdf first and Paul suggested we spend the next 2-3 months digesting the info.</p>	<p>Neil will speak to Amy and see if we can get the BMLT guys to talk to us</p>
AOB:			
Request for funds:			
Closing treasury balance:	£250.00		
Next meeting date:	20.07.2021		Meeting closed with the serenity prayer.