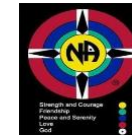
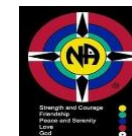




Sussex Area Online Committee (SAOC)

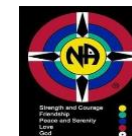


Committee meeting minutes	26/07/2020 10:00am	Zoom - https://zoom.us/j/96107761705	
Chair of the meeting:	Paul R	Paul welcomed everyone and started the meeting with a moments silence.	
Reading of 12 Concepts:	Paul R		
Agenda items for meeting:	Introductions Opening treasury balance Reports AOB Request for funds Closing treasury balance Next meeting date		
Those present:	Paul R - Chair Babs T - Treasurer Dave P - Webservant Neil P – Vice Chair Jez C Suzanne SB		
Apologies:	Nil		



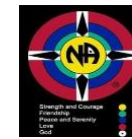
Sussex Area Online Committee (SAOC)

Position Vacant:	Vice-treasurer (3yr ct) Minutes Sec (1yr ct) Webservants, 1 position (1yr ct)	Positions filled at this meeting: 1 Webservant Jez C put himself forward for webservant. CV given, Neil P seconded, Vote taken and passed.	Please announce in meetings. Positions still available: Vice-treasurer (3yr ct) Minutes Sec (1yr ct)
Approval of last meetings minutes:	Babs T		
Opening treasury balance:	Nil	No funds held at the moment.	
Chair report:	Paul R	Both Paul and Babs attended July ASC and were ratified as Chair and Treasurer. As it's the first full committee meeting, not much to report at present.	Paul will attend ASC and give report. ASC – Wed 19/08/20
Vice Chair report:	Neil P	Like Paul, Neil stated not much to report at present as we're just starting out. He has started some hand over sessions with Dave and these have been going well.	Neil will look at further developing use of Slack.
Treasurer report:	Babs T	Again, not much to report as we're not holding any funds at the minute. Moving forward. Paul mentioned that we need to start looking at what we need going forward and what prudent reserve we might need. Babs agreed and will look at putting something together. Babs also highlighted that the monthly expense has been quite variable. Babs suggested we set up our own bank account, committee agreed.	Paul suggested that we host the expenses spreadsheet on the website for transparency. Babs will speak to Kat M about getting info on setting up a bank account opened. Babs will look at getting some figures together for reserves etc.



Sussex Area Online Committee (SAOC)

Webservant report:	Dave P	Has had some hand over training from Neil. Dave has added some audio shares, uploaded some minutes and spent some time tidying up the For Members Page. Dave has also started adding regular accountments to the Facebook page.	Dave and Neil will start getting Jez settled in as the second webservant.
AOB:	7pm Daily meetings SAOC Guidelines Shared ideas Hybrid ASC/Sub-committees	<p>Neil highlighted the fact that the 7pm daily meeting is currently being looked after by the website committee. This was modelled on the UK Comms committee. Paul highlighted that there needs to be a single point of accountability. At the moment SAOC is the final point of accountability. Paul suggested that we announce that if these daily meetings are to stay, they should form their own committees.</p> <p>Neil suggested we look at getting the SAOC guidelines finalised and ratified. Babs agreed and will look into this. Neil suggested that we have a shared google doc for ideas and work plans for the website. Babs suggested we keep it simple and use a platform we already have i.e. Slack. Paul suggested maybe trello as Shoestring already use this. Paul ask for clarification on what a hybrid meeting was. Neil explained that it was a mix of a physical and digital taking place simultaneously in the same room. This might be something we could as a committee help facilitate coming out of lockdown.</p>	<p>Paul and Suzanne suggested that we start asking the daily groups if they are willing to form a committee and start reporting to area.</p> <p>Bab's will look at moving the guidelines forward and getting the privacy policy done.</p> <p>Neil will look into the best options between Slack and Trello.</p>
Request for funds:	Nil		
Closing treasury balance:	Nil	No funds held at the moment.	



Sussex Area Online Committee (SAOC)

Next meeting date:	Sunday 23/08/2020 10:00am	Zoom - https://zoom.us/j/96107761705	Meeting closed with the serenity prayer.
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