MINUTES: Eileen
DIRECTED MEETING

DATE: 12/1/88

In attendance: Penny, Eileen, Jenny, Terence:

Setting up a Management Committee

Letters have been sent out inviting 8 to meet up on 1st Feb.
We agreed to also ask Jackie Duckworth

Roshel Dhamili

Minimum number of women to come 10, otherwise we will cancel meeting.
Jenny will organise a crèche in the neck.
Light refreshments will be provided

Structure of meeting

3:15 to provide food & publicity material
Cinema at Women's Advisory Meeting
6 pm for 6:15

1) Introductions: Things to the meeting tonight

1) Produce Acting Board of Directors until AGM in Autumn
Set up next day

2) Set up acting management structure

3) Discuss what kind of

4) Ter women invited to have enough info to decide if & they want to participate & to which level.
2) **Discussion on proposed structure.**
   
   Chair: Jenny.

3) **Nominations for acting director.**
   
   Collected list of names for advisory committee.
   
   This led to a discussion on:
   - Will it be practical to appoint acting director?
   - Enough names to set up a board of directors?
   - Pass round a hat for women to say what they want to do.

   **Discussion about the structure we envisage.**
   
   We discussed issues around advisory committee - representatives & black P, 
   
   Latin P, and felt we did want to go along with description as set out in letter.

**Recruitment:**

Joans contract is up until end May. Jenny likely to begin maternity leave in June, or May.
T. O. I. L. & Holidays

Total: Upto w/e January 6h

Jenny owes 30 mins.
Jeanne is owed 14 1/2 h.

Holidays

Jenny still has 4 weeks outstanding.
Jeanne still has 10 1/2 days outstanding.