

**Minutes of Advisory Meeting 4.3.89 at  
52-54 FEATHERSTONE STREET EC1**

**ACTION**

**Present:** Ann Khambatta; Eileen McNulty;  
Kim Clancy; Jenny Wallace (Chair);  
Jeanne Wilding (Minutes)

**Apologies:** Celia Hinds; Jenneba Sie Jalloh;  
Carol Jacobs; Namita Chakrabarty.

**1a. Ratification of Acting Board of Directors.**

i. ✓ Carmelita Kadeena's nomination was seconded  
by Eileen McNulty.

Agreed unanimously.

ii. ✓ Namita Chakrabarty's nomination was seconded  
by Jenny Wallace.

Agreed unanimously.

iii. ✓ Kim Clancy's nomination was seconded by  
Jenny Wallace.

Agreed unanimously.

iv. ✓ Penny Ashbrook's nomination was seconded by  
Kim Clancy.

Agreed unanimously.

v. Shabnam Grewel's nomination was seconded in  
her absence by Eileen McNulty.

Jenny to check with Shabnam whether she is  
prepared to accept the position on the  
Board.

Jenny

ACTION

- vi. It was also agreed that all workers should be eligible to attend board meetings as a part of their work. They would each have a vote, but would not be directors/employers.

A quorum for Directors meetings was to be three, 2 of whom should be Directors, and one of whom should always be a worker. Jeanne to write to our solicitors advising them of the new structure and constitutional changes.

Jeanne

- 1b. Eileen declined to accept nomination, but offered to be part of an employment/personnel sub-committee and to give continuing support to the new workers once appointed.

It was proposed that the other members of the two shortlisting/interviewing panels - Kay Ann, Carol and Carmelita - be invited to join Eileen as members of the personnel sub-committee. Jenny to raise this on Friday 7th with Carol and Carmelita.

Jenny

- 1c. Advisory Committee

Taking into account Minute IV 2.3.89, advisory committee members who would continue to be mailed were now:

All acting members of the Board of Directors, plus - Jenneba Sie Jalloh,  
Celia Hinds, Ann Khambatta,  
Carol Jacobs, Eileen McNulty,  
Kay Ann Porter, Rose Macdonald,  
June Giovanni, Suzanne Roden.

- 1d. Viewing Sub-Group

The importance of convening a first meeting of the viewing sub-group was reaffirmed - preferably in April. Women who had expressed a continuing wish to be involved were - Celia, Kay Ann, Eileen, Kim, Jenneba, Ann. Jenny to contact them urgently to agree an early date. Can Board and Advisory Committee members not listed in this paragraph but wishing to be invited to the first viewing sub-group, let Jenny know on receipt of these minutes.

Jenny

All

## 2. Recruitment

## ACTION

- a. Jenny apologised for not contacting all members of the shortlisting panels in sufficient time to ensure their attendance. The interviewing panels were now:

Business Administrator -  
Eileen McNulty, Kay Ann Porter and Jenny Wallace. 4 out of 8 applicants had been short-listed and were to be interviewed on Tuesday 4th April.

Marketing Administrator -  
Carol Jacobs, Carmelita Kadeena and Jenny Wallace. 5 out of approximately 9 applicants had been shortlisted and were to be interviewed on Friday 7th April.

- b. There was a lengthy discussion about COW's commitment to prioritise black women for both posts. It was acknowledged that this had not been made clear in the information to candidates, nor had we made any reference to sexuality. The meeting agreed that no decisions would be made on appointments until both sets of interviews had taken place. The two interview panels would make the final decisions and bear in mind Cinema of Women priorities.

## 3. Current Staffing Situation

Both workers had outstanding holiday entitlement to take over April. Jeanne wanted to concentrate on completing the end of financial year work before she leaves at the end of April. Jenny also had work on the supplement, royalties and marketing strategy that she wanted to finalise before she left in mid-May.

Jeanne

Jenny

ACTION

Jeanne reminded us that this was probably her last advisory meeting (flowers, real leather briefcases and Rolls Royces can be sent to . . .), but hoped to keep in touch with C.O.W. depending on her other commitments. She intended to prepare a handover report on her 6 months with COW. Jenny would convene a directors meeting early in May.

Jeanne

Jenny

4. Approach to GLA for Feasibility Money

Jeanne reported on her meeting with women's media groups and her discussions with Irene at BFI. She suggested that we send Advisory Committee minutes to Irene and information on recruitment. The proposal was agreed, and support was expressed on our approach to GLA to fund a feasibility study on the needs of the Women's Media sector.

Jeanne

5. Any Other Business

None.

6. Date of Next Meeting

Jenny to arrange after contacting women re: Viewing Sub-Committee.

Jenny

NB. NEXT DIRECTORS MEETING

MAY 4th THURSDAY . 6.30pm

At: CINEMA OF WOMEN (01-251-4978)

31, CLARKENWELL CLOSE

LONDON EC1

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5 & lots more)