MINUTES OF MEETING BETWEEN
CIRCLES AND COW
AT CIRCLES OFFICES 11th Sept 90 11 a.m.

Present: Abina, Liane, Sarah
Apologies: Jenny W.

1. Abina advised the meeting that the deadline for the LBGS an GLA applications for next year's grants are the end of this month. Abina felt we should at least speak to these bodies and explain our situation and ask for advise. This was agreed.

2. Abina informed the meeting she had submitted another brief to Irene at the BFI but has had no response so far.

3. Sarah went over the consultancy budget with those present. The budget was agreed and Sarah will now forward it to Irene.

4. Abina advise the group that she will be meeting with Interchange on Thursday 20th September. A meeting with Irene is also schedule for this date.

5. The meeting discuss the questionnaire. Elain from Circles management is now working on it and Liane feels it should be ready for Tuesday 25th Sept Circles and COW meeting. Abina advise the group that the rules concerning Competition it had to be open to everyone.

6. Under the outline of research to undertaken, the meeting discuss the possibility of passing some areas over for management members to work on. The section best suited to this is, 3. Projects and potential sources of revenue. Since arranging a large meeting for all directors and workers is time consuming and complicated to organise the meeting agreed it would be best to ask directors ie Kim if she would like to take on certain sections. Circles workers would also ask their management members at their next meeting.
6. Cont.
It was suggested that work on the consultancy could be structured in the following way.

SECTION 1 WORKERS
SECTION 2 MANAGEMENT AND WORKERS
SECTION 3 MANAGEMENT
SECTION 4 WORKERS
SECTION 5 WORKERS
It was felt that section 2 should be completed last.

NEXT WEEKS AGENDA

Update from workers
Examin section 3 further.
ACTION

ABINA
Speak with L.B.G.S re next years grant applications.
Meeting with Interchange.
Write to Dieter Kosslick re consultancy and try to arrange meeting with him.
Collate information re section one.

LIANE
Collate information on Circles internal systems.

JENNY
Collate information in C.O.W.s internal systems.

SARAH
Speak with G.L.A re next years grant applications.
Send agreed budget to Irene Whithead.
Arrange appointment with Ian Christie to discuss distribution.