

# Friends of Ilkley Moor

Minutes of the meeting held on Wednesday 19 November

Present: Owen Wells, Roger Gook, Didy Metcalf, Barry Wilkinson, Richard Perham, Mathew Argyle, Nick Rochford, Norman Blackburn, Helen Kidman, Derek Smith

1. Apologies received from Catherine Smith. Resignation was received from Dave Roberts
2. Minutes of last meeting held on 19 November 2008 were accepted
3. Matters arising - none
4. Officers reports:
  - a. Chair – several points regarding items to be dealt with on agenda.
  - b. Treasurer – the accounts are to be clarified following the transition to charitable status.
  - c. Membership Secretary – there is one new member.
  - d. PR Officer – no activity at present, but waiting for appointment of Project Officer.
5. Charitable Status – FoIM is now fully registered under No.1126733.
6. Gannett Foundation Fund Bid – a response to the application is expected very soon.
7. Project Officer – there was a huge response of 64 applicants, most of who were highly qualified. A short list is being drawn up and interviews will be held on 29 November.
8. Setting up Ilkley Moor Fund – Nick Rochford proposed that a fund be set up to receive donations, endowments and bequests. This would then generate a steady income from the interest. There was agreement in principle for this scheme and Nick would report back with further details.
9. Membership Form (for recirculation) – this was held over until after the appointment of the Project Officer.
10. Membership Bag – an introductory pack for new members was proposed comprising a bag, badge and sticker. Didy Metcalf to investigate further and report back.
11. WREN Biodiversity Action Plan grant – WREN (Waste, Recycling and Environmental Network) offer grants for the improvement of habitat. It was agreed that an application should be made and led by the new Project Officer.

12. Publicity and PR Opportunities – two press releases are planned to cover the charitable status and the response to the Project Officer applications.

13. AOB –

1. Clarification was needed on the terms of employment of the Project Officer.
2. A query was raised on implications of VAT. Owen Wells to report back.
3. It was requested that in all documents for external use the house style of Arial 11pt font is used (as in this document)
4. A request was made for any items for Phase 2 of the website.

14. Date of next meeting – to be held on 14 January 2009 at 7.30.