

CHAIRMAN'S NOTES

There are a few important announcements to make, so please do take the time to read this report.

COMMITTEE

There has to be a committee to run the organisation. There will be a number of changes at the AGM, including a new constitution (see below). There are several committee posts which need to be filled: Membership Secretary, Events Co-ordinator, and Chairman. For a number of years, Jane Murray has kindly undertaken the Membership Secretary's role. The function needs to be centralised under the control of one person. The role includes maintaining membership records, receiving subscriptions (about half are now paid by standing order – so little to do there). So it is not an onerous task, but it is important for the welfare of NWEMF. The membership lists need to be maintained on

some sort of database, which may just be a spreadsheet, or something more sophisticated. Access to e-mail is essential.

A new role has been identified: Events Co-ordinator. This role is required to be a central hub for the organising of workshops. The holder does not have to organise the events, but they need to have possession of the overall picture. The purpose of the role is to make the organising of workshops simpler and smoother.

For a number of reasons, I am standing down from the Committee at the AGM. NWEMF needs a new Chairman and it would be better if that person were co-opted onto the Committee as soon as possible to work with me until March. I will give whatever help I can to that person. This is not a 'someone from the Committee will come forward' situation, this needs **you** to come forward and to do so now.

CONSTITUTION

I have reviewed the constitution and held lengthy discussions with the Charity Commission. The current constitution is out-of-date and needs to incorporate the requirements of the 1993, 2005, and 2006 Charities Acts. I have completely re-written it and the draft has been approved by the Charity Commission. We will need to vote on it at an EGM which will be convened to run at the AGM.

E-MAIL ADDRESSES

NWEMF must move with the times and we have to reduce our overheads – physically printing the newsletter uses **half** of all of NWEMF's income: this is not sustainable. This is money that we could be using to support more and better workshops. The only alternative is a substantial subscription increase. The response to my note in the last newsletter has been very poor with very few replies. I'm sorry, but that really is unhelpful. I do not wish to have to physically post out 150 copies of the constitution in advance of the EGM – that is an avoidable expense. Please e-mail your details (name, address, phone number, e-mail address) to me at renaissance@uwclub.net. Please note that many of the e-mail addresses we do have don't work – either because we have got them wrong, or they've changed. If we do not move to a position where e-mail is used for the majority of communications, then the subscription rate will have to be raised significantly, possibly by as much as £10 p.a.

EXTRAORDINARY GENERAL MEETING

Notice is hereby given that an Extraordinary General Meeting of NWEMF will be held at Liverpool Parish Church on Saturday 6th March 2010. The meeting will be held at 1.30 pm. The purpose of the meeting is to adopt the revised constitution. There will be no other business.

ANNUAL GENERAL MEETING

Notice is hereby given of the Annual General Meeting to be held in Liverpool Parish Church at 1.45 pm on Saturday 6th March 2010.

AGENDA

1. Apologies for absence
2. Minutes of 2008 AGM
 - a. Adoption of minutes
 - b. Matters arising from minutes
3. Officers' Reports
 - a. Chairman's Report, including Trustees' Annual Report
 - b. Treasurer's Report
 - c. Adoption of reports
4. Election of Committee
5. Any Other Business
6. Close