

MINUTES OF THE BFMD EXECUTIVE COMMITTEE MEETING HELD AT 5.00pm 15th July, 2015

Attendees: Niki Lathwell, John Potter, David Disney, Peter Shaw, Chris Shears, David Hinshelwood

Apologies: Meia Allegranza, Colin Slade, Amy Tregellas (delegating Chris Shears in her place), Richard Chesterton, Pené Prior

Chairman's Remarks

- 53 bookings this evening

Acceptance of May minutes - Nil Matters arising

Finance/membership report

- Current bank balance £5,698.09

Annual figures

- 29 new members, 39 renewals

Income and expenditure Year End 30th June 2015

	Notes	2015	2014
Income			
Subscriptions		2,380	2,100
Donation		<u>35</u>	<u>35</u>
		2,415	2,135
Expenses			
Hosting	180		180
Training	180		180
Mid Devon Show - 2013	79		79
Business Expo Show - 2014	496		496
Banners and Business Cards	620		620
Advertising	50		0
Speakers fees	300		0
Sundry expenses	43		0
Bank Charges	<u>4</u>		<u>4</u>
		<u>972</u>	<u>1559</u>
Surplus for the Year		1,443	576
Reserves Bought Forward		4,150	3,574
Reserves Carried Forward		<u><u>5,593</u></u>	<u><u>4,150</u></u>
Represented by			
Cash at Bank	5,593		5,242
Less Creditors	<u>0</u>		<u>1,092</u>
		<u><u>5,593</u></u>	<u><u>4,150</u></u>

Marketing and PR:

Colin Slade – Nothing special to report.

Reminder - members to email me info to include in BFMD tweets
CS will retweet member tweets

PS – Website. Numbers visiting the site are consistent, but no significant increase in visits as a result of the increase in social marketing

Speaker schedule: latest

Future meeting potential speakers

- Mary Quick – DAH to contact – developing a brand and building a family business – Nov
- John Sheaves – DD to contact
- Burts Crips – John Potter to contact
- Kate Doodson – social media within the digital marketing mix. NL November

Wednesday 23 September

Procurement theme

- CS to contact Corinne Matthews - Hinkley Point - EDF procurement team to discuss opportunities at Hinkley? And their process
- How do small businesses identify tender opportunities and prepare bids?
- Devon procurement partnership - talking about some of their major contracts across the region
- DAH contact Dave Ratcliffe
- Crowd funding / grants workshops

Tuesday 24th November – AGM

- **NL intends to stand down from the role of Chairman** – a replacement is required

Suggestions?

- Kate Doodson, Cosmic, to pep up our AGM (Nov) with a 1.5 hr workshop on social media (some basic to-dos/how-tos plus how to develop engaging content).

AOB

- Annual awards at November AGM? NL to contact MD Gazette to ascertain their level of interest in supporting an awards ceremony.