



Minutes of the Trustee Meeting

VHL UK/Ireland Committee

Thursday 7 May 2015, 8.00 p.m. by Skype Conference Call

Present: Graham Lovitt, Trustee, Chair
Nat Mason, Co-Chair, Treasurer, Trustee
Roxanne Bonin, Co-Chair, Trustee, Marketing & Fundraising Officer
Janice Hepworth, Trustee
Phil Tingle, Trustee
Tony Horton, Trustee, Scientific Advisor
Elaine Graham, Trustee
Amy Henson, Trustee

1. **Apologies** – were received from Gloria Proby and John Pickering.

2. Appointment of Officials

It was agreed that the following people would act as officials of the Charity:

Graham Lovitt – Trustee, Co-Chair, Chair
Nat Mason – Trustee, Co-Chair, Treasurer
Roxanne Bonin – Trustee, Co-Chair, Marketing & Fundraising Officer
Janice Hepworth – Trustee, Secretary

3. Membership Conditions and Annual Fees for Members

It was agreed that the following people would automatically become individual members of the Charity:

- a) Trustees
- b) People donating £10 and requesting individual membership
- c) People who mandate monthly donations

It was also agreed that 50% of fees received from a) and b) above would be donated to the VHL Alliance.

It was further agreed that a membership fee of £50 per annum would be charged to voluntary sector bodies and charitable organisations who wish to take up full membership (with voting rights) of the Charity.

All categories of associate membership as set out in the Charity Constitution would be free of charge.

A membership register is to be set up by Janice Hepworth, who will also check the situation with the Data Protection Act to find out if we need to register if we are to keep personal information on file. **ACTION JANICE HEPWORTH**

4. Donation Strategy

Discussion took place about future donations. It was agreed that we must ensure that we donate to causes pertinent to all three conditions covered by the Charity – VHL/HLRCC/BHD.

However, if we are given donations from people who have raised funds for one of the causes in particular, then that money must be donated in some way to that cause.

It was agreed that Graham Lovitt would speak with Eamonn Maher to discuss the best way of making donations to his research programme – e.g. are we better to give £5,000 at a time or would he prefer us to donate larger amounts? If we are going to hold on to funds in this way we need to ensure that the website is updated regularly with visual graphics to show the amounts raised and the amounts still needed to galvanise fund raisers.

Tony Horton has agreed to write a blog for the website about the current research being undertaken. **ACTION TONY HORTON**

One or two people have made enquiries about donating for HLRCC.

5. Any Other Business

5.1 Roxanne Bonin is currently attempting to contact hospitals to try to get support groups up and running. She would appreciate help with this if anyone has any spare time and will keep the Trustees updated with progress.

5.2 Tickets for the Vixstar ball in Peterborough in July are still on sale.

5.3 Sales of t-shirts, hoodies and pin badges have noticeably increased due to the May Awareness Month.

6. Date and Time of Next Committee Meeting

It was agreed that committee meetings would be held quarterly and that the next meeting would be on Thursday 6 August at 7.30 p.m. by Skype Conference Call.

Signature:  _____

Dated: 6 August 2015

Graham Lovitt - Chair