

# Minutes: Cardiff Friends of the Earth AGM Meeting

Tuesday 13th October 2020

**Present:** Bryony Haynes, Caz Young, Clare James, Gareth Ludkin, Marcelo Neri, Mike Pitt, Rose Longstaff, Rosie Spears, Terry Howe (total of 8 paid up members)

**Apologies:** Becky Harford

## Coordinator's Report

Caz summarised the group's activities during the year - we'll publish the full report after the meeting.

Despite covid we carried on being active and meeting regularly (by zoom) .

Highlights of the year included: a film hosting and panel discussion of The Story of Plastic; the #BigCDFLitterPick virtual litter pick; an online petition against a biomass plant in Pengham; Cardiff FoEography Trees competition, an Environmental Equality Panel, a covid-compliant Green Recovery action outside the Senedd

And we've been busy making a new website, growing our social media, and starting to use Action Network for events/petitions/contacts

**Actions Coordinator** - publish coordinators group for members, and forward the Coordinator's report and treasurer's report to FoE Cymru

## Treasurer's Report

Mike presented the accounts, and the meeting agreed that the accounts were a true reflection of the group's finances.

Mike updated the group regarding the general finance and rules for spending. Mike talked through the spending spreadsheet; this outlined the incoming/outgoing expenses of the Cardiff FoE bank account and the opening and closing balance for the year over the last 13 months (September 2019 – September 2020 as we have now permanently shifted the month when we hold the AGM ) .

Mike has suggested the group hold a 6/12-review meeting in respect of spending on events. This can consider:

- Projected donations for the year ahead
- Fundraising events
- What type of events or causes the group want to/can spend on, especially in the context of COVID-19.

**Action** Coordinator make diary note for above potential mid-term financial review

We agreed to keep the meetings key decisions quorum at current level of 3 paying members , and that 2 is sufficient for spending decisions of less than £100

We felt a quorum of 3 sufficient as there are 17 paid up members and much less than that typically come to meetings. We agreed we would review if attendee numbers increase,

### **Membership fee**

We agreed to keep standard membership at £5.

We decided we should mention to members that that they can voluntarily pay more if they wish, and they could spread this across months e.g. to pay one or two pounds per month

We recognised that donations can now be made electronically through online banking or via the Cardiff FoE website using the Cardiff FoE PayPal account.

We discussed opportunities for launching a membership/joining event in the year ahead, and considered discount membership for certain communities, eg, students, BAME etc.

### **Banking**

Mike restated that online banking has now largely replaced the previous cheque paying system. Cardiff FoE now normally make payments electronically. Two group members, Mike and Caz, regularly monitor the account for security and transparency.

## **Membership Secretary's Report**

Bryony presented this [report](#).

Membership income is down as newer members are paying the standard amount £5 whereas some lapsed members were paying more.

Of the 17 paying members, 15 are paying online, and of those 5 are paying more per annum than the minimum £5.

315 contacts in Action Network have signed up for future email contact . N.B. signing up is GDPR compliant as AN is a subscribe/unsubscribe system

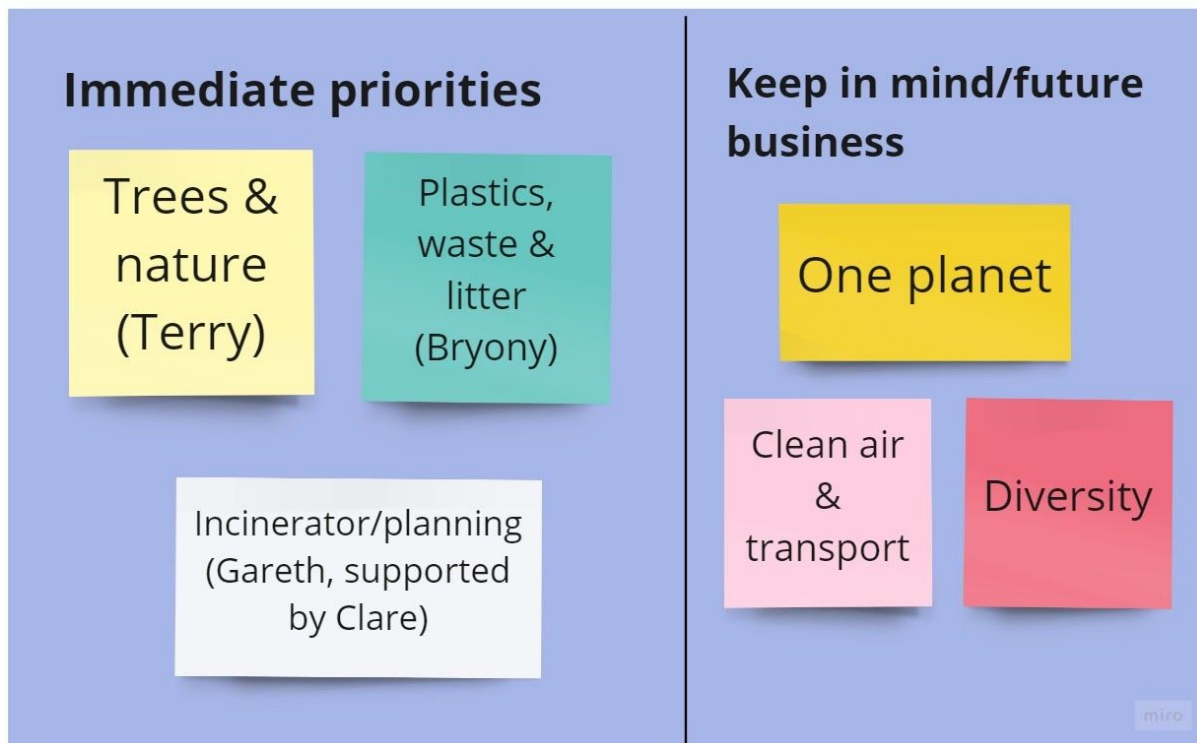
## Elected roles

- The group voted in favour of Bryony and Gareth joint-coordinating Cardiff FoE for 2020/2021.
- We thanked Caz who is standing down as one of the joint-coordinators and welcomed Gareth
- The group voted in favour of Mike remaining Cardiff FoE Treasurer for 2020/2021.
- The group agreed to share the Membership secretary role throughout 2020/2021. This will be taken forward by Claire, Caz and Gareth.
- Comms and social media will be shared by Rose, Marcelo and Shannon
- Rose has kindly offered to lead on putting together the Cardiff FoE Newsletter.

**Action** Bryony to inform central FoE and Becky Harford (FoE Cymru ) re new coordinator team

## The overall direction of the Group for the next year

We had a brainstorming session and decided what campaign areas to carry over this year and who will lead on what.



Where One Planet is the upcoming report that Cardiff will consult on for how to tackle their declared Climate Emergency ( it is named after the concept of the world using only one planet's worth of resources as opposed to the current 3 )

Across all campaign areas we will have in mind helping disadvantaged communities , working with allies ( ideally lots) , addressing diversity issues.

**Next meeting**      Tuesday 10th November , 7-8 p.m.