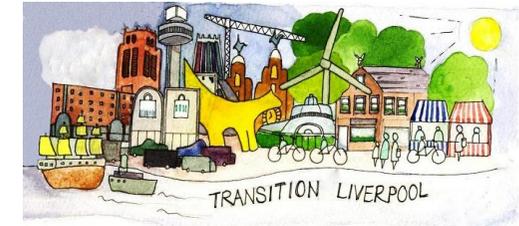


Transition Liverpool

Email : theteam@transitionliverpool.org

Web: www.transitionliverpool.org



Monthly Core Group Meeting Minutes

Date	21 st July 2011	Place	QMH
Present	Felicity, Ed H, Dinah D, Helen J, Jon J, Michelle B	Apologies	Peter North, Colin Dyas, Margaret Smith,
Facilitator	Ed H	Minute Taker	Michelle B
Agenda Adopted?	yes		
Minutes from last meeting read and adopted.	yes		

ACTION ITEMS FROM PREVIOUS MEETING				
No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.	Symposium attendees: AC to email details of AF and SA to MB/DD/Msm so they can be invited.	Not yet completed.		MB to follow up
2.	Education Group: MB to add slides to our website	This was actually to send slides out to the group - this has been completed.		
3.	Education Group: MB to send out reminders for the Heart and Soul meeting	Action Complete		
4.	Education Group: MSm to think of someone from Education group that could perhaps take on some of these tasks.	MSm not at meeting, carry on to August.		
5.	Book Group: MB to send email to mailing list about	Not Completed		

	the book group.			
6.	Website: MB to send Ed H website info and arrange a training meeting.	Action Completed		
7.	Finance: MSm and DD to follow up on this.	Completed.		
8.	Education Group: MB to send title and description to MSm	Still to be completed.		
9.	Organisation Direction: MB to send out email about this...	Completed		

CORRESPONDENCE				
No.	From	Contents	Resolutions	Owner/Action/Timeline
1.	None			

WORKING GROUP REPORTS				
No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.	Well-being Group	None		
2.	Allotment Group	None		
3.	Dingle Growers	None		
4.	Energy Group Report	1. Skills Audit. A proforma skills audit has been produced designed to discover what skills the group has and what may be needed. While the group of around 6 people continues to meet monthly, we would like to expand membership and draw into active participation those members who receive e-mail communications but do not attend meetings. Skills audit		

		<p>may provide one means of achieving this.</p> <p>2. Doll's House We've agreed to go ahead with a demonstration eco refit doll's house showing insulation and microgeneration materials and installations which could be used in schools, community centres, shopfronts etc.</p> <p>3. Solar pv promotion The group will share the task of approaching managers of public/large buildings in the Greenbank area to promote solar pv.</p> <p>4. Energy Saving Trust Meeting June; following this meeting with a local and national EST representative, we've received documents and guidelines on how to progress community energy saving projects and are beginning to work on a Transition Streets initiative in the TANN area.</p> <p>5. Data from local solar PV Microgenerators is collected and collated monthly and is showing some interesting results and variations. Installations are, in the main, operating at 20% above estimated efficiency.</p>		
5.	Education Group	None		
6.	Heart and Soul	<p>Report from Jon Jelfs following the Education group meeting on this issue.</p> <ul style="list-style-type: none"> ⤴ There was definitely some interest in continuing with meetings. ⤴ One suggestion is to use Carolyn Baker's 'Navigating the Coming Chaos' as a study book. ⤴ It could be the basis of a study group, one component of a group that explores heart and soul ⤴ Thought this does depend what people would like from a Heart and soul group ⤴ JJ interested in facilitating if people would be 		Next step: email mailing list and write up blog post - JJ

		<p>interested</p> <ul style="list-style-type: none"> ⤴ FW particularly liked the idea from the meeting that an important question is not what we will do about climate change, but about what it will do for/to us. ⤴ JJ interested in a group that bridges the inner/outer, particularly one that might use music, meditation and poetry ⤴ Recognition that we are quite a varied group and so the importance of drawing on different ways of expressing things. ⤴ People at meeting really interested in following up. <p>Key questions</p> <ul style="list-style-type: none"> ⤴ Should we create another meeting? ⤴ Who else might like to facilitate it? ⤴ What kinds of elements would people like to be as part of the group? 		
--	--	--	--	--

CORE TEAM REPORT

No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.	None – still need to work out what this would be.			

FINANCE REPORT

No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.	Re-visiting approach to and responsibilities for TL finances	<ul style="list-style-type: none"> ⤴ MSm and DD had a meeting with MS today who up until now has been managing finances solo. They discussed the complexities that have arisen across a variety of different projects. 	<ul style="list-style-type: none"> ⤴ Thanks to Mark for being responsible for the work he's put into finances over the 	

		<ul style="list-style-type: none"> ⤴ Can confirm that the funding for Training For Transformation (T4T) has now been spent. ⤴ Dingle Project – There may be funds still available from the money for the Dingle office – around £400 pounds – this has yet to be confirmed. ⤴ Funding from MerseyTravel – £500 has not yet been spend. ⤴ As well as the donations from be the change ⤴ In all we are about 873.32 in credit ⤴ Mark will do final audit sheet once finances sorted out. ⤴ DD has suggested that the TSL account to be closed and TL to be opened ⤴ We also need to recruit a treasurer ⤴ DD willing to be acting treasurer 	<p>last few years.</p> <ul style="list-style-type: none"> ⤴ TSL account will be closed and TL opened. ⤴ DD to be acting treasurer. ⤴ Will develop a subgroup to work on the change over. ⤴ EH willing to assist. ⤴ Begin to actively look for a treasurer 	
2.	Charity Status	<ul style="list-style-type: none"> ⤴ We also discussed the pros and cons of working towards setting up for charity status for funding. ⤴ MB wondered whether funding might be an unsustainable way to go – how to be resilient in a time of government cuts. ⤴ Also discussions about how formal the org would need to be, I.e. we would need nominations/elections, AGMs etc. ⤴ Discussion ongoing. 		
3.	Mechanisms for deciding who spends money and who applies for money.	<ul style="list-style-type: none"> ⤴ Short discussion about this, more needed but did make decision about need for all applying to funding to clear through the monthly meeting. 	<ul style="list-style-type: none"> ⤴ All funding applications need to be cleared through the monthly meeting first before an application is 	

			submitted.	
--	--	--	------------	--

WEBSITE REPORT

No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.	June Statistics	<ul style="list-style-type: none"> • 227 visits/ 184 visitors (compared to 376 visits/ 258 visitors in May) • mainly arrived through Google search, directly, or through the Transition Network website (last month: google, directly, or through the Light Night website) • main search term – ‘transition liverpool’ (last month’s was “transition liverpool”) • visits from 27 countries (last month 30 countries), though overwhelmingly from the UK, then from the US. • most popular page was the front page, second most popular was the blog post on No.2 Roscoe Street, which was also the most popular blog post. • As of the 21st of July: 58 ‘likes’ on the Facebook page (48 last month), 18 members on Project Dirt (18 last month), 205 members of the mailing list (205 last month). • Full report available from MB. 		
2.	Conversion rates	Basically noticed that while facebook page numbers are increasing, there has been no increase in the number of mailing list member.		MB Add link from mailing list to Facebook.

WORKING GROUP REPORTS

No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.		⤴	⤴	
2.		⤴		
3.				
4.				

OTHER BUSINESS				
No.	Item	Discussion Points/Status	Resolutions	Owner/Action/Timeline
1.	Follow up from North West meet up.	<ul style="list-style-type: none"> ⤴ John Garret interested in mapping groups in North West and all wanting to keep contact. ⤴ We'll make use of the northwest ning for this. 		
2.	Merseyside Cycling Campaign meeting	<ul style="list-style-type: none"> ⤴ Ed attended this month. Assisted in linking MCC with The Well, Recycles and Wheels for All. 		
3.	Proposed research project	<ul style="list-style-type: none"> ⤴ MB is working on a pilot project to be submitted to the AHRC's Connected Communities call. It will be focused on raising awareness around local food issues through combining oral histories, archive work and interactive mapping projects, and will include people from CRESC, RCAHMS, Edinburgh College of Art together with Sudley House and also Transition Liverpool. ⤴ General discussion around project, but everyone positive about being involved. Want to ensure that outcomes are accessible to a broad range of people. ⤴ MB needs a letter to say that TL supports the project. 	To be endorsed	
4.	Transition Streets	<ul style="list-style-type: none"> ⤴ Transition Streets – JJ – went to workshop at conference, really fired up, thinking about doing it at the avenues (TANN) 		JJ and HJ will look at materials and report back on strategy to explore it.

		<ul style="list-style-type: none"> ⤴ interested in getting funding and the roll it out ⤴ would like the project to be done in thoughtful, well prepared way with appropriate funding. ⤴ Arising from the workshop - resources are now available to the members of the workshop and so resources on the transition network website are now available. ⤴ Need to gauge interest though as needs a subgroup who would be willing to work on it. ⤴ EH suggested that this interesting substantial project – and highlighted that we need a financed, formal organisation in order to take it on. So that if we are going to do it, we can do it properly. ⤴ Support TANN organisation would TL do this? There are already a number of TL members linked to TANN ⤴ The programme itself is very practical, down to earth – lots of potential in Liverpool. It does not focus on the theory of climate change and peak oil, but focuses on them in a pragmatic way, that helps to build community though all the side things like having a meal together as groups follow through the handbook. ⤴ E.g. Experience in Totnes is that two thirds of the groups continued to meet and wanted to explore these issues further. ⤴ Four streets area might also be a great place to trial 		
3.	Format of core group meetings.	<ul style="list-style-type: none"> ⤴ This discussion followed on from the post-conference meeting and subsequent discussions on the google mailing list. EH has written up a summary that is available for those interested. ⤴ MB believes that the two meetings should be 	<ul style="list-style-type: none"> ⤴ Agreed that the 6:30 core group meeting and the 7:30 new members meeting should be split into 	<p>EH to make intro video MB or DD to discuss with MSm MB and EH to work on ‘rebranding’ the meetings.</p>

		<p>separate, different energies required for each one and can feel worn out by the business meeting, when new people arrive.</p> <ul style="list-style-type: none"> ⤴ Idea of Transition café is interesting for everyone there and we agreed that this would be preferable to the 7:30 meeting. ⤴ JJ said that the sustainability group is the closest thing that we have to it at the moment though also wondered whether we could take this idea seriously and have a transition café. ⤴ Would it be a business, what about the green fish? ⤴ This could also feed into low carbon livelihoods – drawing on Liverpool culture, practical but also creative, generative, building on what’s already there. ⤴ Education group meetings could be a good substitute for the 7:30 meetings, but would be good if could be welcoming and relaxed going in. ⤴ JJ really likes the meetings, enjoying coming to them, though might benefit from being in a less formal environment... ⤴ Could we perhaps think about different venues? ⤴ Somewhere where people could have coffee/drinks but also with space to put on a film/talk in a nearby room if people are interested, so as not to interrupt the meetings. ⤴ Other venues could be static, St brides, mellomello? ⤴ could create café environment there... 	<p>separate events.</p> <ul style="list-style-type: none"> ⤴ To be proposed to MSm: ⤴ The Sustainability Group Meetings to be renamed Transition Café, and started earlier so that there is more time to meet, discuss at the beginning. ⤴ All subject to Margaret’s agreement. ⤴ This system to be reviewed in six months, I.e. Feb 2012. ⤴ EH agreed to do a video for the website to explain idea behind it. 	
--	--	---	--	--

Date & Time of Next Meeting		<i>Signed</i>	
-----------------------------	--	---------------	--

Time Meeting Closed	7:40 closed.	<i>Date</i>	
---------------------	--------------	-------------	--