



- Rosemary McClements - Chair
- Mel Gordon - Vice Chair
- Sue Morris - Secretary
- Barbara Charity - Beacon Administrator
- Bernice Adcock - Speaker Finder
- Dawn Kent - Treasurer
- Gill Allen - Groups Co-ordinator
- Heather Girdlestone - Membership Secretary
- Wendy McCallum - Groups Co-ordinator deputy

[illegible]

12	Monthly Meetings a) review organisation for Surfleet: the single complaint about background music was noted and the music is to continue. The new projector stand works well. Current equipment is to be tested with a revised seating arrangement (90 degrees rotation) before committing to purchase of new equipment. New layout may result in better screen visibility – to be confirmed. Vice Chair tested the amplifier on the revised seating arrangement with positive results. New head and hand mics purchased. Connectors which may currently produce cut-out will be tested. Questions from floor after speaker has presented: mic to be passed around so all membership can hear. Vice Chair and Speaker Finder to be ‘runners’. Suggestion box to be advertised to members and form designed for members to fill in – positioned on book table. Reserved signs to be amended to avoid confusion! b) Review arrangements for May 2nd meeting at Spalding Services Social Club: No books or puzzles; no group boards; access from 12.30pm (treasurer to confirm); urn plus supplies to be retrieved from Surfleet the day before.	MG BA/MG SM SM DK
	Any Other Business Group Listing – two formats exist – Word and Excel. The Word format is to be used going forward. This is a fluid document. Any changes to be reported by the groups to the Groups Co-ordinator.	GA
	Date of Next Meeting 2pm on Wednesday 29th May 2024 at 12 Bowgate, Gosberton PE11 4ND	

Signed _____
Rosemary McClements, Chair

Date _____