

Book 28 Library

Meeting Minutes

Date of Meeting: 07/09/20, 17:30

Present: Rebecca Franklin, Isadore Auerbach George

Next Meeting: 21/09/20
17:00

1. Announcements

Isadore has completed the communications for the NaNoWriMo, bar logo

Isadore announced that ClavMag would be happy to collaborate in our NaNoWriMo efforts by hosting workshops.

Isadore announced that Lilian (the volunteers coordinator for The Outside Project) has forwarded our call for volunteers.

2. Discussions and Actions Taken

Rebecca and Isadore discussed the Book 28 Library constitution – they agreed that Isadore would take the role of Chairperson, and Rebecca would take the roles of Secretary and Treasurer until the AGM within a year from this date.

Rebecca wrote up the Book 28 Library constitutional documents following the Charities' Commission template for small charities (GD4)

Rebecca and Isadore agreed that they would apply for a Metrobank Community Account in the name of Book 28 Library.

Discussing signing rules, Rebecca and Isadore established that they were the signatories. They agreed that Rebecca as Treasurer could make payments but both signatories would need to sign off on checks.

3. Actions to do

Rebecca will send over the NaNoWriMo word art from Fidel

Rebecca and Isadore will book a time to meet with an account's manager at Metrobank and open a Community Account.

Signed and Distributed 07/09/2020

 Isadore Auerbach George