**Steering Group Meeting 22 April 2020 – 6 pm**

Attendees – Kate, Gill D, Izzy, Judy, Liz S, Julia, Liz K, Jenny, Carol

1. Apologies – none? ( Sorry I didn’t hear any)
2. Minutes of Steering Group Meeting 11 March 2020 and matters arising – All fine
3. COVID-19 - Fees / Zoom sessions – Document needs to go round to the group. If we’re happy it can be circulated ASAP so members can be clear about payment during the pandemic. Small amendment from Liz. Is there a way we can keep in touch with people who can’t access Zoom? Kate to get in touch with these members via email, a photo and a song (by having a look at who hasn’t been accessing emails), then see what they think.

On Zoom sessions Kate will let everyone have a chance to say something. Also Kate will use Zoom breakout rooms for people to have a chat at tea break.

1. Membership: Policy update, up-date on new members – Thanks Julia! SG members to give any necessary comments in the next week or so (time to be set by Julia).

2 possible new members are definitely keen to join for a taster. Anyone new who enquires Julia will send them alternatives to BOS.

1. Review of start time – Earlier time hasn’t made much difference to people being on time. Could we ask people and re-visit it when we are back to normal.
2. Workshops – Residentials (Lisa looking into a Lockerbrook date –tbc next meeting. )

Rose – between 15-20 people for both dates. If only low numbers BOS might have to take a bit of a financial hit. Does Izzy book Rose and a venue for workshop? What do we say if it can’t go ahead due to COVID? We made a loss on both last 2 workshops. Izzy to ask venues and we’ll have to go with their cancellation policy. Izzy to get in touch with Rose and talk about her fee and what happens if we have to cancel. Izzy to contact Mother of God church hall and liaise with Julia.

1. Website – budget. The training fee includes having several people at the training session. We will use the Silver package and review if we use all the features. The hosting charges are the same as last year.
2. AOB – Do we want to have a session in half term? Possibly a social event or a Quiz ( make use of the Zoom breakout rooms)