

SPMN COMMITTEE MEETING MINUTES
9th December 2008
MARGARET ROSE ROOM SMART CENTRE, EDINBURGH

1. Persons present;

Catherine Mathieson (CM)
Pam Harper (PH)
Anke Baillie (AB)
Ailsa Taggart (AT)
Brian Shields (BS)
Luke Meighan (LH) Teleconferencing
Ann Allan (AA)

2. Apologies for absence:

Jenny Hooper-Roe (JHR), Joyce MacDonald (JM)

Everyone then introduced themselves as AB and BS are new members on the committee

3. Minutes of last meeting:

Minutes of last meeting generally agreed.

4. Matters arising from minutes;

CM reiterated that KM and RF have resigned. Both have sent their thanks for their leaving gifts.

5. November event debriefing;

1. CM stated that all in all it was a successful event. The vast majority of comments/scores on the evaluation sheets were either good or very good, which supports the verbal comments made on the day.
2. PH noted that all money from the exhibitors is not quite in yet and that it looks as though we will probably run at a loss this time. Everyone agreed that the cost of our events very cheap in comparison with other similar events. To be discussed again.

3. AT reported a comment that the day had been biased in favour of the Symmetrikit systems but in fact care had been taken in the presentations to emphasise that there were other night time positioning systems available but the therapists in question were familiar with Symmetrikit.
4. AB stated that she felt that time was short for her workshop and could have been 5-10 minutes longer.
5. BS commented on the numbers of people who were leaving before the end. BS and CM agreed that there is a need to state how important that delegates stay until the end.
6. The Outcome Measure Tool was launched on the day. AA is to send copy of it to LM for the website. Feedback reports on the tool are required before 30 April 09.
7. There was a general discussion about the fact that we are running two events per year. The timeframe that we should be running to for starting planning is nine months before an event and at present we are cramming it into three or four months. Suggested that with the present committee membership that this be brought down to one per year. No objections were voiced. PH supported this idea as we will also have a lot more on this year with being involved in the International Conference. LM also pointed out that we have lots of information on our website about other events which are coming up.

6. QIS Masterclass Feedback;

AB reported that the event went well. Approximately 25 people attended. The topic was night time positioning. She thought that there was perhaps too much information with not enough time for summing up. Unfortunately the evaluation forms for the day went missing. Someone from QIS was supposed to pick them up but didn't. They probably ended up in the bin! However, they had managed to have a quick look at some of them and the feedback was largely positive. No-one from QIS was around at the end of the day or indeed during the afternoon.

7. PMG;

CM Is unable to get to Reading for the next Executive Committee meeting on 12 of December. She will join the meeting for a couple of hours by telecon-

ference and give her SPMN report. CM stated that PMG had asked if we could be involved in their workshop day which is held on the day before the NTE in April but as the timeframe was short it was unfortunately too late.

8. International Conference.

CM explained the aim of the International Conference. The hope is that we ultimately produce a set of guidelines specific to the relevant topics coming under the umbrella of posture and mobility, or at least get the process up and running. CM suggested that SPMN should take responsibility for one of the sessions and given all the recent work done on “supported lying”, that this should be the topic. CM will discuss with JM to take on the role of “team leader” and also discuss with her the suggestion from someone at Dusseldorf that Pat Postill might share that role. AT will email contact details of Pat Postill and another suggested person – Lisa Ledger to CM. CM reminded the meeting that SPMN will share the gains or losses proportional to our membership with PMG and BSRM as last time. CM reported that she suggested that SPMN take responsibility for the social events of the conference. The meeting offered various suggestions: –

1. A Civic Reception possibly hosted by the Lord Provost of Glasgow. Contact details - The Lord Provosts and International Office, City Chambers, Glasgow, G2 1DU. Lord Provost is at present Robert Winter.
2. A whisky tasting – CM will contact a friend who is a member of the Scotch Whisky Society to find out if they can do it.
3. A Ceilidh possibly after the conference dinner which could have a Scottish menu. AB will check out a ceilidh band.
4. A piper to pipe at appropriate points. Again AB has a contact.
5. CM and LM to attend next planning meeting on 26th February which is being held at the SECC .

9. Update of Membership;

169 Ordinary Members (118 lapsed)

6 Corporate Members (3 lapsed)

10. Update of finances;

Current account £619.70

Savings account £15,653.48

Personal Development Fund £834.37

11. Website;

3,000 hits in September and October

2,000 hits in November

660 this far in December

CM commented on it was a good looking website and very easy to navigate.

CM and AT to provide write ups from workshop

12. PDF (carried over)

13. A.O.C.B.;

1. PH informed us that as SSR are in the final process of being disbanded.

At her suggestion, it was agreed that £8,500 from their account be allocated and transferred into SPMN's bank account. There may be still more money to be added once everything has been finalized. This is an unexpected and welcome boost to SPMN's bank balance.

2. LM asked for biographies from our two new members so that they can be posted onto the website.

3. AA to circulate copies of all committee members contact details.

4. Preliminary discussion about the next event. There was unanimous agreement that it should be a two day event and the dates of 5th and 6th November were decided upon. LM suggested that one of the days could cover Posture and the other, Mobility. PH suggested possible venue as the Quality Hotel, Perth and will check availability with the Hotel, suitability of their sound system, celidh venue and evening meal possibilities.

14. Date of next meeting;

Tuesday 3rd of February 2009 from 10.00 – 12.30 at Smart Centre with teleconferencing facilities.