

Minutes of the 11th Executive Meeting held on 6th of November 2016 – 3:30 PM to 5:00PM at 19 Ollier Avenue, Longsight, Manchester M12 5SU.

Attendees: Janesh Nair, Shajimon KD, Anish Kurien, Bindu Kurien, Saju Kavunga, Reena Wilson Polson Thottapilly.

Apologies: Shaju Antony (Absent), Jinto Joseph, Hans Joseph, George Mathew (Absent), Harish Nair, Jixy Sanjeev.

1. Minutes of the previous meeting held on the 8th of October and 22nd of October

The minutes were confirmed as a true and accurate record of the meeting.

2. Matters arising from the minutes

1. It was noted that Saju Kavunga has got the insurance and DBS certificate of the Karate Teacher on file
2. It was noted that the city council provides free online training on Child Protection and Safeguarding and it is important to encourage as many volunteers to complete this training
3. It was noted that Harish is yet to pay Bency £100 towards the preparation for the Senior Dance groups as agreed at the 9th Executive committee. **Action – Harish Nair**
4. It was agreed to pay £30 to Shajimon KD towards UUKMA costume hire for Seniors' Dance - **Action – Harish Nair**
5. It was noted that Bindu Kurien has completed the preparation for the Painting and Drawing competitions at the planned Children's Day event on the 12th of November

3. Chairs remarks

Chair congratulated the participants, winners and supporters of the UUKMA National Kalamela and mentioned that it was a huge achievement for MMA to gain 30 points when the association which got the overall championship got only 61 points. Also it shows the commitment of the members that 83 people from MMA went to Coventry to attend the event.

4. Children's Day Planning

1. Bindu Kurien raised a concern that due to the UUKMA events and the other reasons a number of lessons were missed and it would not be possible for the kids to perform at the Children's day event
2. It was decided to remove the Dance performances from the programme schedule for the Children's day event – **Action – Programme Committee**
3. It was decided to announce the opportunity for kids to do poem recitation in Malayalam and that in order to manage the number of programmes, only one programme per child need to be allowed – **Action – Anish Kurien to announce in Whatsapp**
4. It was decided to contact, Rincy Sajith, Neethu Rakesh and Thulasi Gopinath to judge the various competitions – **Action Janesh Nair and Anish Kurien**



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5. It was decided that the menu for the Children's day event will be Pilau Rice and Butter Chicken Curry with a Vegetable Curry option and ice cream for dessert – **Action – Saju Kavunga and Janesh Nair to organise**

5. Dance School Issues

1. It was decided to call a parent meeting of the Dance School parents on the 19th of November to discuss the various issues the dance school is facing and to identify the solutions for those. **Action – Secretary to inform the parents**

6. Christmas and New Year Programme

1. It was decided to organise the Christmas and New Year programme on the 7th of January 2017 as decided and announced at the first Executive Committee Meeting. **Action – Anish Kurien to book the hall as St: Joseph's is not available on that day**
2. It was decided that the nativity play of kids will be organised by Saju Kavunga – **Action Saju Kavunga to organise.**
3. It was decided to organise a Christmas Carol song and to check availability of a Priest for the message on the day. **Action – Janesh Nair**
4. It was decided that the dance programmes of MMS Dance School kids missed at the Children's day event will be arranged at the Christmas event. **Action – Bindu Kurien and Reena Wilson**
5. It was decided that dinner will be served on round tables and that a DJ need to be booked. **Action – Janesh Nair to book the DJ and Saju Kavunga to arrange the food**

7. New Venue for the Dance School

Anish Kurien reported that as decided at the first Executive Committee meeting of this Committee, the city council and various other agencies were contacted for finding a permanent venue for the dance and Karate school. A number of venues were visited by various Executive Members for this purpose but none were found suitable for our requirements. The requirements were, at least 4 rooms for the various dance and Malayalam lessons and a space for socialising.

Saju Kavunga and and Shajimon KD mentioned about an unused school recently and the Council and the School were contacted to find out whether MMA could get the venue. After extended negotiations over a period of two months, it was agreed that 5 rooms including Kitchen could be hired for 4 hours on Saturdays [REDACTED] and a bigger hall for two hours on Thursday evenings for the Karate lessons [REDACTED]. It was reported that the School has agreed to provide some furniture, including chairs, sofas, cabinets and tables and have allowed us to keep the cabinets and the cupboards in the rooms permanently. The Executive Committee was requested permission to go ahead and finalise the agreement for a period of one year on a pay as you use basis.

After discussing the pros and cons of this the Executive Committee gave Anish Kurien the permission to continue with the negotiations and to finalise the contract on behalf of MMA. **Action – Anish Kurien to finalise the contract as soon as possible**



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8. Membership Approval

It was decided to approve the new membership application of Toji Tharakan

9. Date of next meeting: 10th of December 2016 – 4 PM to 5:00 PM