



Minutes of the third Executive Meeting held on 12th of March 2016 – 2:30PM to 4:30PM at St. Joseph's Church Hall, Portland Crescent, Manchester, M13 0BU

Attendees: Janesh Nair, Shajimon KD, Anish Kurien, Jixy Sanjeev, Harish Nair, Polson Thottapilly, Saju Kavunga, Bindu Kurien, Jinto Joseph, George Mathew, Reena Wilson, Shaju Antony

Apologies: Hans Joseph

1. Minutes of the previous meeting held on the 23rd of January

The minutes were confirmed as a true and accurate record of the meeting subject to a correction about including the duration of the advertisements on website as 6 months.

2. Matters arising from the minutes which are not covered elsewhere in the agenda

- a. Family tour details will be confirmed by the Cultural Committee by the April meeting of the Committee **[Action – Cultural Committee]**
- b. It was decided that all updates to the membership database will be completed by the April meeting **[Action – Shaju Antony, Hans Joseph, Harish Nair]**
- c. Members were asked to collect the joining fees and subscription from the new members Joji Simon, Anoop Paul, Solomon Daniel and Soni Chacko from their respective areas **[Action – Shajimon KD, Hans Joseph & Polson Thottapilly]**
- d. It was decided to pay £50 towards hosting/registration fees to UUKMA
- e. It was decided to provide non-financial support for the UUKMA Kalamela in October
- f. It was noted that UUKMA authorities were made aware of MMA's unhappiness about not being informed of the United Nurses Forum meeting on the 12th of March which conflicted with the MMA Women's day celebrations
- g. It was decided to apply for funding for some events **[Action – Anish Kurien]**
- h. It was noted that the Secretary is liaising with the website developer to redesign the website so that advertisements could be posted **[Action – Anish Kurien]**

3. Chair's remarks

- a. Stressed the importance of all Executive members updating the membership database in a timely fashion and attending the Executive Committee meeting regularly
- b. Informed the committee that the application for taking part in the Manchester Day parade has been approved by the Manchester City Council



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4. Manchester Day Parade

A sub-committee consisting of Shajimon KD, Reena Wilson, Saju Kavunga, Bindu Kurien, Anish Kurien and Janesh Nair was constituted to finalise the details of the programme for the Manchester Day Parade **[Action: Shajimon KD, Reena Wilson, Saju Kavunga, Bindu Kurien, Anish Kurien and Janesh Nair]**

5. Finance update

Harish Nair (Treasurer) provided a brief update on the current status of MMA finance.

6. Sports day

The sports committee was asked to finalise the details of the sports day before the April Committee meeting. It was proposed the sports day be organised in June and the shuttle tournament be organised in September. **[Action – Sports Committee]**

7. Constitution Update

It was noted that the Anish Kurien and Harish Nair has started the work on updating the Constitution and they are going through the previous GB minutes to identify any changes proposed to the constitution.

All executive members are asked to read the constitution available on the website and make a list of changes they are aware which were made by previous General body meetings and to bring this list to the next Executive meeting. **[Action: All Executive Members]**

8. Malayalam Class

It was noted that Janesh Nair has bought Malayalam books from Kerala and have also got weblinks for training the teachers

It was decided to restart the Malayalam Class in April once the teachers are trained

It was decided that kids need to register and a refundable deposit of £5 to be collected to avoid student dropping out from the free course and affecting the delivery of the course

It was noted that we need to buy more books **[Action: Saju Kavunga and Janesh Nair to organise]**

It was decided to have a bigger pool of teachers to ensure there is cover and continuity of teaching in case of absence. The following people have agreed to be teachers. **Hans Jospeh, Jixy Sanjeev, Polson Thottapilly, Shajimon KD, Bindu Kurien, Reena Wilson and Janesh Nair.**

9. Magazine

The potential for publishing a MMA literary magazine was explored. A Sub-Committee was constituted to conduct an options appraisal to identify the viability of this venture and to report at the next Executive Meeting **[Action: Saju Kavunga, Janesh Nair, Shaji Chettan]**



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10. Office for MMA update

The sub-committee consisting of Saju Kavunga, Polson Thottapilly and Shajimon KD has looked at various options but none of the options seems to be viable. The committee was asked to continue to look at other options.

Action: Polson Thottapilly and Anish Kurien were asked to contact Nick the Community Support Officer

11. Any other business

It was decided to sell the sound system of MMA which is not working very well

It was decided to buy a projector, if possible with the money raised from the sale of sound system

It was decided to buy a cupboard to keep the MMA stuff at St: Joseph's Hall **[Action: Reena Wilson]**

It was decided to buy two chess boards and a Carom board so that adults who accompany children for dance lessons can play these while waiting. **[Action: Shaju Antony and Saju Kavunga]**

Date of next meeting: 9th of April 2016 – 2:30 PM to 4:00 PM at the St: Joseph's Church Hall.