

## Minutes of the Sixth Executive Meeting held on 17<sup>th</sup> of July 2016 – 3:00 PM to 5:00PM at St Joseph's Church Hall, Manchester.

**Attendees:** Janesh Nair, Shajimon KD, Anish Kurien, Jixy Sanjeev, Saju Kavunga, George Mathew, Polson Thottapilly, Jinto Joseph.

**Apologies:** Shaju Antony, Hans Joseph (Absent), Bindu Kurien, Reena Wilson, Harish Nair.

### 1. Minutes of the previous meeting held on the 11<sup>th</sup> of June

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

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

- 1) It was decided to cancel the membership application forms of Solomon Daniel and Anoop Paul due to non payment of membership fees **[Action – Secretary]**
- 2) It was decided to pay £100 (including this year's amount) towards hosting/registration fees to UUKMA **[Action – Harish to pay by Cheque]**

### 3. Chairs remarks

Chair mentioned the importance of attending committee meetings and expressed his concern about members not attending committee meetings without even sending apologies for meetings. Chair has requested the Secretary to mark those as absences instead of apology. **[Action – Secretary to update the attendance list]**

Chair presented the accounts related to the Anand TV event, UUKMA Event, Sports Day, and Manchester Parade. These accounts were approved by the Committee.

### 4. Onam programme planning

**Sound system** - It was noted that a quotes should be taken for hiring the sound system and the following items should be included in the tender

- Speakers
- Stage Monitor
- Microphones – 2 cordless, 2 cordless, 2 lapel/collar mics
- Light – At least two halogen bulbs
- Colour lights – at least 4
- Chase light – at least 2

It was suggested the quotes should be taken from Dineshan, Roy and Benny and any other suppliers



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**Thiruvathira** – Bindu Kurien has send a message confirming that all the preparations for Thiruvathira is on track and that Bency Saju has been given the delegated responsibility for co-ordinating the Thiruvathira.

**Dance School Dance Events** – It was noted that the costumes for Classical Senior girls will be rented from Liverpool and the Classical Juniors, Senior Bollywood and Junior Bollywook costumes will be procured from Kerala.

It was decided that MMA will make a £5 contribution towards the cost of the costumes for each of the students. **[Action – Jixy Sanjeev – to collecting this amount after deducting the amount from the parents]**

**Ticket Rate** – It was decided to charge £8 per adult (including parents) and children in high school and above and £5 for Children in Year 1 to Year 6 for Onam celebrations and Sadhya. It was also decided to charge £15 for each guest other than parents.

**International Programmes** – It was decided to include international programmes if funding is available for that

**Food Committee** – The food committee has confirmed that all the preparations are on track

**Shopping** – Polson Thottapilly has been given the responsibility for doing the shopping for Onam Sadhya

**Video** – Jinto has got a quote of £200 from Martyn for recording and editing the video for Onam. It was decided to pay Mr John Cotteril £50 if he is available to do the recording and editing if he is available.

**5. Children's Day** – It was decided to conduct the Children's day on Saturday the 12<sup>th</sup> of November from 2 PM to 10 PM **[Action – Polson Thottapilly to book the room]**

**6. Chirstmas Celebration** – It was decided to organise the Christmas celebrations on the 7<sup>th</sup> of January 2017



7. **Membership approval** – It was decided to approve the applications of the following members
- 1) **Dr Anju John**
  - 2) **Sumith Babu**
  - 3) **Sathyanand Nagar Pillai**
  - 4) **Babunath Vadakutte** (Application was approved through majority decision using the Executive Committee's Whatsapp Group as even though the application was received before the Executive Meeting, a printout wasn't available at the meeting)
  - 5) **Sobin Thomas** (See item 9.2 below)
8. **Constitution** – A discussion was held about updating the constitution with the changes made in the recent years as per the decision of the last general body.
9. **Any other business**
- 1) **Error in minutes** - It was noted that there is a typographical error in the minutes of the 4<sup>th</sup> Executive Committee which stated Mr Sobin Thomas resigned from the Association where it should have stated Mr Sobin Thomas resigned from the Committee. It was decided to correct this error in the minutes and to upload the corrected version to the MMA Website.
  - 2) **Reconsideration of application form** – In the Fourth Executive Meeting of the Committee it was decided to refer the application form of Mr Sobin Thomas to the General Body of the Association for consideration as he has resigned from the Executive Committee before. Based on the request from Mr Sobin, it was however decided to reconsider his application and it was decided to approve the application pending confirmation from the members who were present in the 4<sup>th</sup> Executive Meeting and who are not present in this Executive Committee. **[Action – Secretary to contact the remaining members and inform Sobin the outcome of the application]**
  - 3) **Use of MMA Communications Whatsapp group** – President highlighted the issue of Executive Members using the main MMA Communications Whatsapp group to raise objections about committee decisions. The President, explained that it is highly unprofessional to do that and it will give the wrong impression to the public. It was agreed that any objections to committee decisions should be raised within the Committee or while confirming the minutes of the previous committee at the following meeting especially since the minutes are sent in advance of every meeting so Committee Members get the time to read and comment on it.

**Date of next meeting:** 28<sup>th</sup> of August 2016 – 4:00 PM to 5:30 PM at 13, Whiteholme Avenue.