

UK Inmagic User Group

Date: Friday 5th June

Time : 10.00am

Venue: Telephone conference organised by Isla Irvine

Present	Karen Skiffington (KS)	Chair	
	Isla Irvine (II)	Deputy Chair and Events Coordinator	
	Angela Cleaver (AC)	Treasurer and Membership Secretary	
	Potenza Atiogbe (PA)	Minutes Secretary	
			Action

Apologies

Emily Heath (EH)

2. Minutes of Last Meeting

Minutes were confirmed as correct.

3. Matters Arising

Matters arising – KS is leaving for Bermuda in mid August. Discussed having the UKIUG/BID on either the 1st October (when PA can attend but not II can attend) or the 15th October (where PA cannot attend but II can attend). It was decided to go for a new date possibly the 19th November. II to check whether EH can make that date. **II**

II also needs to email Shaunlan Chanlewis for availability of the hall in Unicef **II**

5. Combined AGM and Bright Ideas day

KS reported that Phil Green will not be attending the next UKIUG conference. KS will check whether there is another Inmagic representative who could attend the event instead. **KS**

6. Treasurer's Report and related Matters

Opening balance at **30/3/09: £911.51**

Transactions since then:

Income: £635.00

Expenditure: £49.95

Closing balance at **29/5/09: £1496.56**

Since then we have had three 2009 individual membership payments, which with one outstanding conference fee and 2008 membership, will bring the total to £1636.56.

Membership renewals:

We had 55 members in 2008. So far we have had 21 renewals and 4 cancellations.

One cheque for £49.95 for 2008 conference expenses is still to be cashed.

Once these have been settled our balance will be **£1071.56**

KS has asked the Institute of Advanced Legal Studies (IALS)

7. Newsletter

Karen still to work on the newsletter. It will include the forthcoming BID/AGM event. The website additions will be included e.g. the password protected areas. Karen will also ask for volunteers to help with the event and/or join the committee.

KS

8. Website

EH has worked really hard on the website and now all the presentations have been grouped together by date. KS sent EH all the presentations she could find.

9. Any other business

KS other email address is: skiffy@bdalawreports.net.

Il new email contact details are: i_irvine@hotmail.com or my mobile (number 07946 215829).

10. Date, time and place of next committee meeting.

Friday 3rd July at 10am. AC to organise a telephone conference