



impact Agenda Meeting on Tuesday 3 February 2009

Apologies:

	Item	Time
1.0	Introduction to Big Event from Lucy!	10 minutes
2.0	Split into 3 groups. Mind-map all bullet points. Consider time scale, budget, implications, and frequency of meetings with Lucy. This is not a commitment, just ideas!	30 minutes
3.0	Presentation from each group. Outline core duties, the level of commitment required, time scale.	15- 30 minutes
4.0	Break	10 minutes
3.2	Project groups decided. Dates set for next project meeting. Action plan, time line, contact details, delegation, choose project leader, For those not in a group: write a new page for the web about the Big Project. Design poster for YOF/YCF deadline 17 February.	30 minutes
5.0	Any other business? Food ideas for future meetings. Update contact details- thank you to all those who have replied so far! Suggestions for promotion and attendance.	15 minutes

Next meeting – 24 February 2009 time and room to be confirmed.