

Leith Chooses meeting 21 August 2024

Present: Bruce (minutes), Douglas, Jack, Tremaine

Apologies: Abby, Don, Naomi, Sally, Susan

Actions are green-highlighted

1 2024-25 instance

- Tremaine printed 100 of application forms and guidance notes. They were divided into groups of 20 for distribution to the 5 locations, along with posters etc – as agreed last week
- Action: Tremaine to confirm janitorial support for voting day is in place

2 Support for potential applicants

- Because we can't know when potential applicants will be available, Tremaine will include an open offer of such support in her email to her big list – but suggest Wednesday afternoons (our regular meeting slot). We will also offer visits to potential applicants, focussing on minority groups. (Tremaine will target such communications.)

3 2022-23 reports

- Himalayan Centre and Sikh Sanjog have not yet reported. (It was feared that AUGB had not reported but there is an AUGB report in the [Dropbox folder](#).)
 - It is clearly stated in the guidance notes that reports are necessary. Reports are also required by the CEC conditions of grant, which were given to all awardees when grants were issued.
 - Action: Tremaine to chase these missing reports, notifying that they cannot apply to 2024-25 unless/until they report.

4 Held over actions from last week

4.1 T-shirts

- Action: Sally to reply, asking for clarity on what t-shirt sizes would definitely be available, and which brand of shirt would be used.

4.2 Publicising the 2024-25 instance

- Action: Sally to send Tremaine some sentences to include in an email to Tremaine's largest relevant mailing list.
- Action: Tremaine to include these sentences in her email to that list.