

Highlands & Islands ASC Business meeting Monday 26th October 2020

<http://www.higna.org.uk/highlands-islands-area-service-committee/> P/W hignaasc2019

Agenda/Discussion Topics:

- Moment of silence-roll call
- Taking of minutes
- Election of TS, Chair, Treasurer, Secretary and Alts etc.
- Treasury Report

Current financial status: *As of 24/10/2020*

Balance B/F: **£1317.52** *(as of 28/08/2020)*

PayPal: **£820.29** *(at 24/10/2020)*

Bank Act: **£554.55** *(at 24/10/2020)*

Total: **1374:84**

Expenses Out: **£240.28** *(HMP Berwyn, Re-Stock of Key Tag & Postage)*

Closing Balance: **£1373.08** *As of 24/10/2020*

Contributions: *(last 2 months)* **£228.54** *(As of 24/10/2020)*

Prudent Reserve: **£500.00** *(Approximately 2 Years operating expenses as set June 2019 ASC)*

Working Balance: **£873.08** *(at 24/10/2020)*

Current fixed annual expenses: 2019/20

Website + Domain etc. £49.00 (per year)

Bluejeans account £167.04

Total £216.08 (approx. £0.42p per meeting per week)

- **Website report:**
The website has been running well with no reported problems, backups are being taken regularly and pages updated as required. Layout, content and format review of the guidelines page is progressing.
Groups:
 - Group reports
 - Matters arising?
 - Service opportunities?
 - Growth, new meetings?
- **Events**
 - Events: Xmas/New Years?
- **New Business:**
 - ?
 - Any other business?
- **Old business**
 - **HMP Berwyn/H&I:** Contact is being maintained. The facility is experiencing some major issues internally, as are all UK Prisons right now. ESH on contact and action has been shared with other Areas and UKH&I.
 - **Use of Tradition 7 funds?**
- **Date of next meeting:?**