

**MINUTES OF AGM & COMMITTEE
MEETING
Monday 23rd May 2022 - 7pm
Online - Zoom**

- Present:** Claire Shelley – Chair –Trustee
Caroline Migo – Deputy Chair - Trustee
Rebecca Spencer – Secretary, Trustee & Breast Reconstruction CNS
Pam Golton – Treasurer, Trustee & Breast Reconstruction CNS
Martine Mills - Trustee – Fundraising Coordinator
Tracy Twinn –Trustee
Annette Strudwick – Trustee & Model Coordinator for QVH
Vicky Brandle - Trustee
Roz Balthazor
Karen Goldstone
Karen Eke
Margo Taskiran
- Apologies:** Barbara Messenger
Sue Bennett
Lin Luxford
Liz Stockton
Hedwig Hegtermans

	ACTIONED BY:
1. WELCOME, INTRODUCTIONS & APOLOGIES	CM/CS
2. MINUTES OF LAST MEETING	CM/CS
<ul style="list-style-type: none"> Minutes of last meeting were approved. 	
3. TRESURERS REPORT FOR 01/04/21 – 31/03/22	PG
<ul style="list-style-type: none"> Balance at start of the year - £6,983.11 Expenditure from <ul style="list-style-type: none"> Comfort Bags £1,345.93 Bras & support garments - £926.47 Admin (Zoom/Website/domain name etc) - £858.55 Surgical equipment donations - £4,758.46 Income total was £3,735.02 Expenditure total was £8,342.44 Total amount remaining as of 31/03/22 is £2,375.69 	
A massive thank you to Elise who raised funds through creation and selling of her Christmas chocolate boxes and her Mother's Day flowers.	
PG reminded everyone that we need to make a purchase of an item for the hospital in memory of Martine's mum.	PG MM

4. EQUIPMENT DONATIONS

Restore have purchased the superfine microsurgery instruments which have now arrived from Japan and are sterilised ready for use. A photo of the surgeons displaying this purchase and an explanation of what they are was uploaded onto social media.

CM & CS concerned there was a significant price increase between the original quote and final cost. Post meeting RS forwarded the original email confirming the cost would be £3,425.10.

Restore also purchased some dopplers for the Admissions Lounge at QVH, photo of the manager with the items was uploaded onto social media with an explanation of what they are used for. This is helpful to people can see what their donations are spent on.

5. POST COVID SHOW & TELL EVENTS

QVH resumed face-to-face Show & Tell events in January 2022 – due to hospital Covid restrictions the events in January & March ran across x2 sessions with 15 attendees in each; one 10am-12noon and the other 1pm-3pm. We have since returned to just one morning session from 10am-12noon with 30 attendees, as restrictions are relaxing.

Remaining sessions for this year are as follows:

23rd July 10-12 noon

24th September 10-12 noon

26th November 10-12 noon

At the time of the meeting, RS/PG confirmed that there are still restrictions within the hospital – attendees should wear facemasks, but no longer needed to do LFTs before they came. As there is still a restriction on numbers, we should continue to just ask the woman to attend alone.

Post meeting (17/6/22) restrictions in the hospital have changed. Attendees no longer need to wear facemasks in non-clinical areas, do not need to wear LFTs or social distance. We plan to continue being cautious for July restricting numbers to 35/40 and single attendees only. Providing things continue to get back to normal, there is potential to open the Sept and Nov ones up to more attendees and partners/husbands too. RS/PG to keep everyone informed as things change.

AS tries very hard to mix up the models for each event to ensure there someone available who has had each different type of reconstruction and are at different stages. AS asked that we give her an idea of how many models are needed per session to help with planning. She is finding it difficult to plan.

6. REFERRALS BY CONSULTANTS TO ATTEND S&T

CM said that there are increasing numbers of women making contact who have been asked to attend S&T by their consultant. CM asked that RS/PG give the consultants Restore leaflets to take to their offsite clinics to provide to patients to make contact through social media rather than the email address. Emails are not always answered as quickly as social media posts, so if the patient is an immediate then there is potential for delay.

CM to design business card sized info cards with dates for surgeons to hand out as they already have a lot of things to carry offsite. These can also be posted out to referring BCNs to hand to patients.

CM/CS have compiled a list of models who are happy to be telephone buddies so can put prospective patients into contact with those models if necessary.

RS

CM/CS

RS / PG

AS

CM

CM

CM / CS

7. FUNDRAISING EVENTS UPDATE

MM confirmed that the charity dog walk at Trosley Park has been booked for Sunday 2nd October 2022. Poster has been circulating on social media. MM will start collating raffle prizes and plans to purchase 3-4 trophies for prizes, approx. £10-12 each.

MM confirmed that GM will be doing the sponsored marathon for Restore.

As MM's party could not take place due to Covid she plans to hold an event in June 2024 to celebrate instead.

MM suggested we start advertising around October time for people to make a small donation to Restore instead of sending Christmas cards this year. A few people did do it last year.

Christmas Party taking place on 3rd December with 22 people currently booked to attend. Everyone welcome to attend, liaise with MM for further details.

MM will have a think about the memorial for her mum for the hospital.

RS/PG to look into HSBC restrictions for adding a "donate" button to website/social media. Previous enquiries resulted in only be able to display sort code/account number, which is not secure. PG mentioned that QVH charity has a 'text to donate' facility which may work for Restore – PG/RS to look into this.

8. WORTHING & DARTFORD UPDATE

CS reported that the response from Worthing about restarting was pushed back due to the BCN workload. No response from Darent Valley Hospital (DVH) but they are also struggling.

CS will email again to suggest they plan to tentatively restart in Summer/Autumn now QVH are back up and running. She will also recommend that perhaps they attend a QVH one for a refresher if needed.

Liz Bowden will help SC with running the Worthing events. She had previously helped out at the EG sessions so is aware of how the sessions run. CM to renew contact and resend contact details to Sarah and copy CS into correspondence.

9. ANY OTHER BUSINESS

CM feels the website needs an overhaul and updating. PG/RS explained they are waiting for a response from PF. We are all extremely grateful to PF for everything he has done for us, but feel it is now time to hand over the reins to someone who has more time to dedicate to keeping it updated.

MT's niece runs a company called Bold Light who helps charities to communicate, including website design. She will speak to her about possibly taking the Restore website on.

10. DATE & VENUE FOR NEXT COMMITTEE MEETING

Monday 21st November at 7pm.

<https://us06web.zoom.us/j/87321403948?pwd=R3c0L04yMy9hbJF4bFdQQVpsN1RSZz09>

Meeting ID: 873 2140 3948
Passcode: 851567

MM

MM

PG/RS

CS

CM

MT

Income and expenditure sheet below are from 1st April 2021 – 31st March 2022	Income	Expenditure	Balance
Balance Start of Year			£ 6,983.11
Comfort Bag Supplies		£ 1,345.93	
Bras and support garments		£ 926.47	
Website		£ 241.99	
Donations from S&T events,Amazon Smile, Penny pots, Merchandise & Refreshments	£ 3,735.02		
Admin Costs Zoom Monthly fees, Domain fee, headed paper,leaflets		£ 616.56	
Miscellaneous (Wrist bands, Storage for bras, Mugs, Glasses for ward, Tape measures)		£ 452.03	
Surgical Equipment Donation Super fine forceps & Dopplers		£ 4,759.46	
Total	£ 3,735.02	£ 8,342.44	
Bank Balance			£ 2,375.69