

Minutes of the Tyne and Esk Committee Meeting
Wednesday 14th September 2011, Loanhead Library

1. Present

Alison Hunter (East Lothian Libraries), Brenda Thomson (Convenor), Tom Murray (Creative Writing Fellow), Angie Townsend (Musselburgh), Billy Graham (Haddington), Graham Leake (Dalkeith), Alan Gay and Colin Will. Philip Wark (Midlothian Libraries) was on holiday. No further apologies.

2. Minutes of previous meeting

The minutes were approved.

3. Report by the Convenor

After 10 months officially and a year unofficially as Convenor, Brenda Thomson said that some historical issues had been resolved.

The Young Writer of the Year competition has been successfully completed and the award ceremony is all that remains.

Writer of the Year entries are now with the judges.

4. Matters Arising

Tom Murray's contract has been extended to the 31st March 2012.

Graham Leake has taken on the role of Vice-Convenor. He would like someone to be found who could take over in the long term.

Some points were made about the newly set out Service Agreement. Auditing of accounts should be done annually. Monitoring and evaluation of T&E activities might be helped by the setting up of an evening annual general meeting - to be combined with a social activity to draw as many members as possible, in addition, feedback to the committee from groups via reps, should be encouraged.

5. Appointment of Treasurer

Tessa Thomas is to stand down from the role. Brenda Thomson is to discuss the post with a possible candidate.

The Committee would like to thank Tessa for her work.

Alan Gay proposed that there should be separate folios for separate activities with, for example, publication support and Writer of the Year kept apart from general accounts.

6. Financial Report

Brenda Thomson had prepared accounts of T&E's financial situation, projected income and expenses to April 2012 and included the account for publication support. The finances are 'healthy'.

All who have received support for publications have paid back with one exception. He is due to be contacted.

Brenda Thomson proposed that the T&E account should be transferred from the Co-operative Bank to - possibly - Bank of Scotland. The present Internet banking has presented some difficulties.

Brenda's projection of expenses includes public liability insurance which ought to be considered. Membership of the Scottish Association of Writers was questioned. Membership of the Scottish Poetry Library was thought to be valuable and in the mutual interest

7. Report by Creative Writing Fellow

Some details of the Creative Writing Day on the 12th November have to be resolved, but all the authors have confirmed.

The first of two workshops for young writers (11 attended) was very successful. Tom expressed his thanks to Angie Townsend for her invaluable assistance. He also thanked Haddington and Penicuik Libraries for their help in providing excellent facilities.

The Lennoxlove Book Festival on the 6th November will give members the opportunity to read in the Great Hall between 10.45 and 11.45. Groups are invited to choose participants.

There has been a lull in submission of work for Tom's consideration.

Tom will be giving a talk about T&E to Dalkeith Rotary Club on the 19th October.

8. Flyer

A range of proposed designs was considered and Angie Townsend was asked to obtain quotations for the preferred format and using different qualities of paper Brenda will arrange for the printing to take place once she has the quotes. The information on the reverse should have information about where and when groups meet such as is on this year's WOTY application.

9. Press/Publicity

Brian Robertson has kindly agreed to take photographs of the Young Writer of the Year award ceremony. Because Brian works for *The Courier* we may succeed in gaining more publicity from them in the future.

10. Constitution

The constitution will be sent out to members for discussion. Any further comments should be sent to Brenda in advance of Tom's workshop on the 12th November when it is hoped it will be ratified.

11. Publications Scheme

Conditions and application forms can be downloaded from the Web-site or obtained from the Library Services.

The scheme is in order and up to date.

12. Web-Site

Colin Will reported on progress since he made his request for feedback on the 13 August. Although some had found access to the forum less straightforward than they wished, Colin stressed that security for the facility is essential to avoid copyright problems. He felt that access was not difficult and, once established, very straightforward. He wished more use would be made of the forum.

Visual material, which he agreed is desirable, depends upon members or groups sending it for inclusion.

He suggested that, as proposed in his paper of the 7th September, Our Locality, which offers free web-sites, could provide a useful facility from which T&E could benefit. OL could accommodate separate pages for groups and for T&E publications for instance.

He offered to give an introductory session for reps (and others?) to develop the idea.

13. Young Persons' Competition

There were approximately 500 entries for this, and the standard of entries was high. The number from the secondary level in East Lothian was disappointing.

The award Ceremony will be held at the Town House in Haddington on Monday 26th September at 4.30pm. All members are welcome. A contribution to prizes has been made by the Seabird Centre for which T&E is grateful.

14. Writer of the Year

This event will be held at the Brunton Theatre, Musselburgh on the 31st October at 7.30pm.

Brenda is considering ideas for changes to this competition in the future. She will discuss these at the next committee meeting.

15. Newbattle Abbey, Three Harbours Festival etc..

There was little to report other than a lively Port Seton group event during the Three Harbours Festival. No contact has yet been made with the organisers of Fringe by the Sea. Alison is to provide a contact for Brenda.

16. Group Meetings- Web-site and Library Services

Dates of group meetings should be sent to Colin Will and to the Library Services.

The North Berwick group has a new rep - Tom to give further details.

17. Scrivens

The next *Scrivens* is due out after the WOTY awards ceremony.

It would be useful to have feedback on this publication. The idea was discussed that extra copies (beyond those sent to members) should be available in libraries to encourage public interest.

18. S.A.W. and the Scottish Poetry Library

These matters dealt with under item 6

19. Diary

26th September	Young Writer of the Year Awards	Haddington T.H. 4.30pm
4th October	5th Musselburgh Open Night Launch: Ken	M. Library 7.45pm
October 6th	Angus, <i>The Honolulu Penny</i> Launch of	Dalkeith Lib. 7.30pm
October 19th	publication by Anna Dickie Tom's talk	Haddington Lib. 7.00pm
October 31st	to the Rotary Club Writer of the Year	
October 6th	Ceremony Lennoxlove Book Festival	Brunton Theatre 7.30pm
November 12th	Creative Writing Day	Great Hall 10.45 - 11.45am
November		Haddington 10.00am-8.00pm

20. Any Other Business

There was no further business.

21. DONM

Wednesday 7th December at 1.30pm, at Port Seton Community Centre.

Graham Leake 18th

September 2011