

# PCEC Monthly Meeting 20.02.23

## Meeting Minutes:

**Present:** Andy Birchall, Lynn Brooks, Julian Manley, Mick Mckeown, Cilla Ross, David Savage, John Harrison

**Apologies:** Aniela Bylinski-Gelder

### 17:00-17:17 Banking

- Andy has transferred £432 to NewsSocial. Janet will have to verify it before it is sent.
- Andy has transferred payment to John and Janet has verified it.
- Co-ops UK will send an invoice to pay for membership. Andy will pay for it ASAP.
- Mick never got the letter from Unity to be able to authorise the payment on the bank. He has called them today, but they didn't pick up - he will ring them again.
- We can request a debit card after 12 months are reached. We opened bank account on 21st June 2021, so we can apply.
- Andy will have a look at how to apply for the debit card.
- We have some money left from the OSF fund.
- Julian made a variation of contract for 1 day a week for Alina for another project. And it will be good if PCEC could make a variation of contract from 16th June for Alina for 1 day a week.

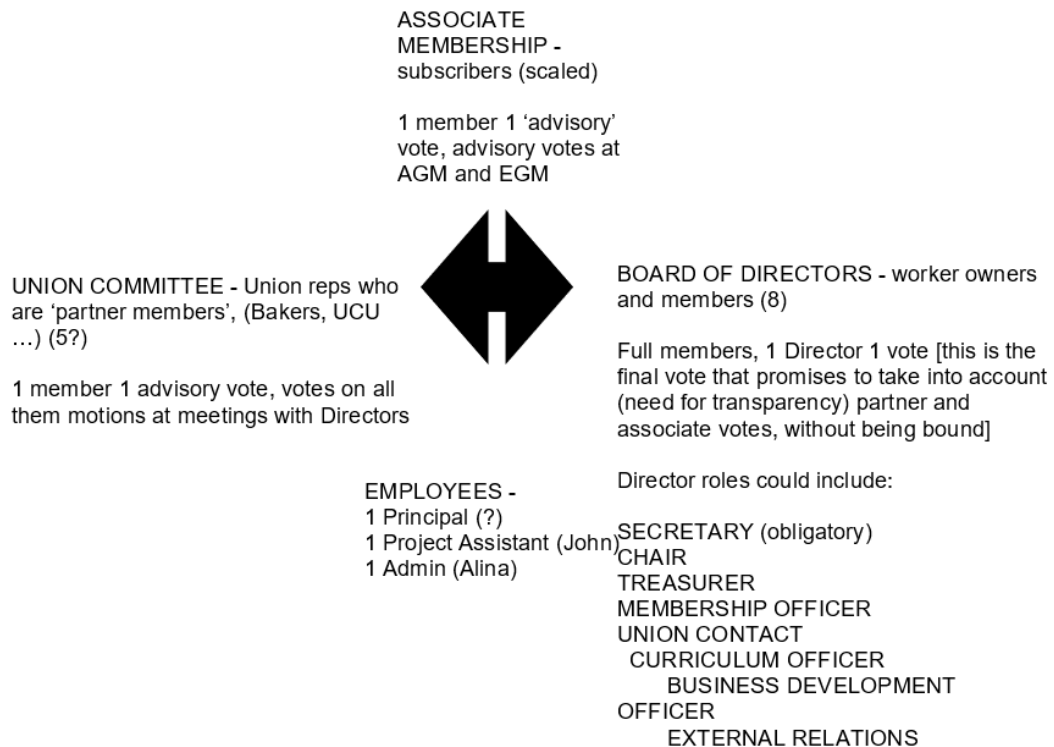
### 17:17-17:28 Membership

- Reasons for membership: 1) we are a co-op 2) we need to have a business model (getting income from courses, subscriptions, etc.)
- How do we want members to contribute to our democracy, and how do we build membership?
- We need to think about the offer - what people are going to get for the membership (e.g. we can do offers on courses).
- Some will want to become members out of solidarity.
- Lynne thinks we need a workshop, not just a meeting to discuss this.
- Create a workshop to make decisions on what benefits members should get.
- A lot of people are asking for solidarity donations, but we need to demonstrate how we work, do our meetings, develop our courses. Get critical friends around the table and have a dynamic session to see how we can meet their needs.
- We need a facilitator for those meetings. Think about who that might be.

### 17:28-17:41 Governance

# GOVERNANCE STRUCTURE

## Worker-owned co-operative/ union-coop



- People do roles so that we split the work, but the current board doesn't have enough time, so we might need to look for other board members to have more done. Each can consider someone they can recommend for the board. We would ask them to come to the meeting and introduce themselves and then they would be voted in.
- Lynne suggests Mel Close from Disability Equality Centre.
- People who you want to approach, who can do that work, are reliable and responsible are usually as busy as us, but we need to split the workload as much as possible. Being pulled in different directions is frustrating.
- Cilla thinks we should go wider than our immediate connections (e.g. advertise through NS or social media).
- Lynne suggests we could have volunteer members based on the roles that we set up in our governance structure.

### 17:41-17:58 Cilla on curriculum development

- Cilla bumped into Lowis Charfe, who helped with the course development and she is interested in collaborating again.

- We need to think who we want to target this time. What course do we want to develop? We might want to ask people what they need (be realistic, not over ambitious).
- Explain how we do the learning.
- Andy mentioned Steven (WUA) who can offer different courses, which they can fund.
- Cilla suggests we build a piece that shows distinctly what we do. We can collaborate from our angle to get going quicker.
- Lynne thinks we need to think about the content that brings money - what people will buy (e.g health and safety - everyone is interested in that) and something easy to do; also why we are different (the co-op approach).
- Some organisations have ready-made materials that can be tweaked for our needs without having to reinvent the wheel.
- We need to focus on something tangible, distinctive, something that brings income, is durable, but not too ambitious; something that makes the mark and that we can start quickly (e.g. union co-ops in collaboration with Co-ops UK).
- Send a doodle poll around for a couple of people from Union, Co-ops UK and PCEC to discuss co-delivery of a relevant programme. Meet in April.
- Advertise for new Trustees.

#### **17:58-18:04 Other**

- John has created a list of contacts (around 35) and a letter template. He's going to pull contacts from directories and invites any other suggestions for the mailing list.

#### **Next Actions:**

- Janet will verify the payment to NewsSocial.
- Wait for an invoice from Co-ops UK and Andy will pay it as soon as it comes in.
- Mick will chase the Unity Bank to put make him on as one of the signatories.
- Andy will inquire from the Unity Bank how we can apply for the debit card.
- Create a workshop to make decisions on what benefits members should get.
- Think about a facilitator for the workshop.
- Think about the candidates for the PCEC board.
- Think about what course we want to develop with Lowis Charfe.
- Think about the content that brings money and something that is easy to do.
- Send a doodle poll around for a couple of people from Union, Co-ops UK and PCEC to discuss co-delivery of a relevant programme. Set up a meeting in April.