


**Shine Charity Board meeting
21st March 2020 10.15am
Video conference Facebook Messenger**

Minutes

1	Present	<p>Shine Trustees</p> <ul style="list-style-type: none"> • Stacey Gillott - (Chair) • Lisa Steel - Trustee <p>Associates</p> <ul style="list-style-type: none"> • Robert Glenton - Associate <p>In Attendance</p> <p>Mike Martin – Shine Administrator</p>					
		<p>Apologies</p> <ul style="list-style-type: none"> • None 					
		<p>Not in attendance</p> <ul style="list-style-type: none"> • Greg Gilbert 					
	The Shine Charity [quorum 2]	quorate 2/3					
	Minutes signed as correct	<p>Minutes approved on 03/04/2020 during video meeting on Zoom due to Covid19</p> 	<table border="1" style="width: 100%;"> <tr> <td style="width: 70%;">Name: M A Martin</td> <td style="width: 30%;">Date 03/04/2020</td> </tr> <tr> <td>Position: Administrator</td> <td></td> </tr> </table>	Name: M A Martin	Date 03/04/2020	Position: Administrator	
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Item	Discussion	Action	By
2	<p>Web Conference</p> <ul style="list-style-type: none"> • Due to coronavirus precautions this meeting was called on Facebook messenger to see if it was viable to conduct the meeting planned for 3 April 2020 • Quality of video and sound was good and decided we would conduct the next board meeting electronically but have red and green cards and only have one person talking at time 		
3	<p>Website rebuild</p> <ul style="list-style-type: none"> • It was confirmed that the email approval of contracting EBC Web Designs be ratified 	Start Website rebuild with EBC	MM
10	<p>Date of next meeting 03 April 2020 – 10.30am via Web conference</p>		