

MINUTES

Founders' Meeting

13:30, Monday 9th December 2019

Teleconference

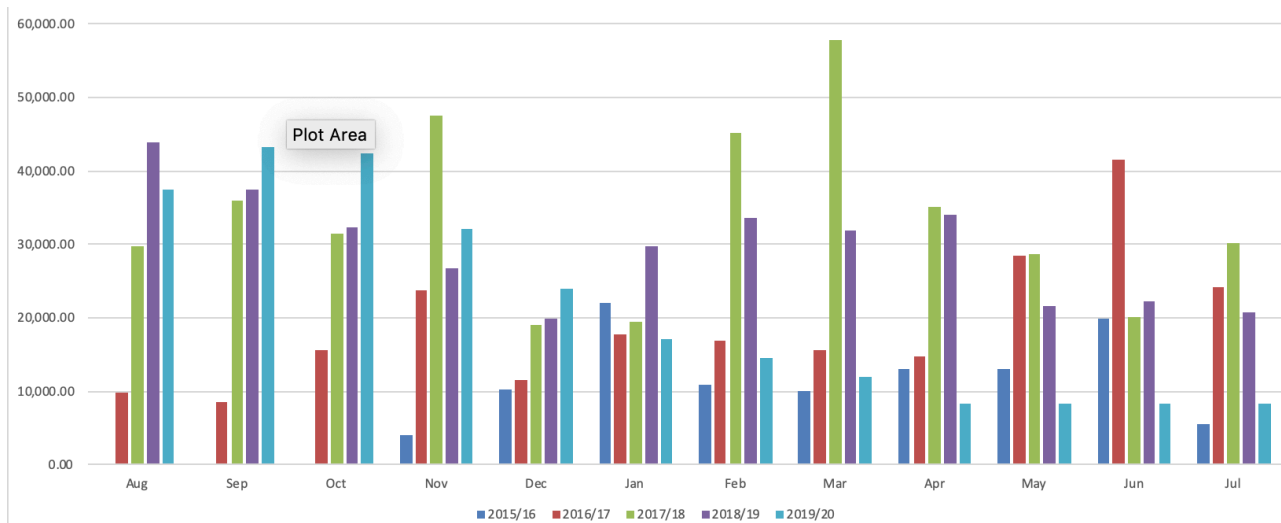


1. Outstanding actions from last meetings

None

2. Finance

Projections for 2019/20 show confirmed income at GBP255k and a small loss of c.11k which is within tolerances of scaling back spend if required. Year on year income is up in more than half of the months in the FY so far.



3. Business Development

Current leads to be discussed in Business Development call.

PRCA CMS to be ready by 31st January. **SC** to follow up with PRCA about launch and virtual agency network.

HR to email Founders about showreel and aim to have this completed for the 4th birthday.

SF to speak to Ben Pawson about SEO

4. Members & Associates

No actions required. **SF** to meet three (currently employed) potential Members and Associates. **SF** to also meet with a recommended designer in Edinburgh. **SF** to discuss new business with Shelley.

All to look at missing skillsets at next AMM

5. Next All Members Meeting

A call on 6th January will agree an agenda for the meeting in February. Prior to the meeting, it is expected that members will work on updating company credentials and conduct stakeholders research. Founders will propose the following for the agenda:

- SEO website work
- Social content
- Case studies updates

- Guest speaker Ben Pawson
- New business – develop top contacts for 2020 and work in pairs at the meeting to brainstorm an approach, required emails and case studies and send.
- 4th birthday (22nd Feb 2020), propose we launch showreel and CMS.

5. Social Purpose Fund

Implementing The Rooftop plan as agreed.

6. Date of next meeting

All Members Meet Up 6th January (call)

All Members Meet Up 11th February (London)

Next Founders Meeting tbc (March)