

AFSA NATIONAL EXECUTIVE COMMITTEE – ACTION POINTS – 4TH NOVEMBER 2011

	Activity	Deadline	Action By Whom	Completed YES/NO
1	SW requested that an invoice for 10 delegates x £250 should be issued and sent to him and Hampshire FRS	10 th Nov 2011	MJ/BS	YES
2	The conference brochure was agreed and ZA agreed that he would arrange for the printing of 100 copies	12 th Nov 2011	ZA	YES
3	The report for the Lancashire conference 2010 was agreed and this report would be in digital form only and placed on the AFSA website.	16 th Nov 2011	MJ	YES
4	The AGM development report 2011 was agreed including the printing of 500 copies at a cost of £800.	16 th Nov 2011	JS/MJ	YES
5	£3k to be paid to Novotel for hotel costs and £1500 to be invoiced to delegates	16 th Nov 2011	JS/MJ	YES
6	£1500 would be arranged to enable SW to pay for the evening entertainment.	12 th Nov 2011	MJ/BS	YES
7	Awards citations agreed and it was agreed that the revised final list would be distributed to the exec for comment	12 th Nov 2011	JS	YES
8	Business strategy agreed and put into a digital format to be distributed within the delegate pack and placed on the website	16 th Nov 2011	MJ	YES
8	It was agreed that £1500 would be made available for the development of 2 separate water-pumps in India. It was agreed that Dennis Moss would be approached and asked to submit a request for fund outlining his plans and expenditure	16 th Nov 2011	J/SMJ	YES