

PMG EXECUTIVE COMMITTEE MEETING

Venue: SECC, GLASGOW

JUNE 8TH 2010

Notes and actions

Present: Jane Chantry (JC), Donna Cowan (DC), Kirsty-Ann Cutler (KAC), Helen Hislop (HH), Jo Jex (JJ), Alison Johnston (AJ), Dave Long (DL), Carolyn Nichols (CN), Nigel Shapcott (NS), Rakesh Shukla (RS), Clare Wright (CW)

Apologies: Craig Egglestone (CE), Olwen Ellis (OE), James Foy (JF), James Hollington (JH) Henry Lumley (HL)

1. Following NS's resignation, it was agreed that nominations for the office of chair of PMG should be sent to HH by 22nd June 2010.

Action: All

2. Agreed that meetings of the new PMG Executive Committee should be held during weeks beginning 13/9/2010, 6/12/2010 and 14/3/2011. Members to inform OE of their availability in those weeks asap.

Action: All

3. KAC reported on her preliminary talks earlier that day with Meeting Makers regarding the admin of NTE 2011. HH and DL had also attended the talks. The NTE sub-committee will be approaching other companies to tender to run the event.

Action: KAC

4. Due to severe time constraints, there was no further business.