

SIGNIFICANT HACVS DATES - PLANNING DOCUMENT

January 2010

Board Meeting (1600-1800)	Dates						Exigency dates			
Scheduled date	09.02.10	13.04.10	08.06.10	10.08.10	12.10.10	07.12.10				
Items for agenda to be received by	29.01.10	02.04.10	28.05.10	30.07.10	01.10.10	26.11.10				
Agenda distributed by	04.02.10	08.04.10	03.06.10	05.08.10	07.10.10	02.12.10				
Minutes distributed by	23.02.10	27.04.10	22.06.10	24.08.10	26.10.10	21.12.10				
Ops sub-committee meeting (1400-1600)	Dates						Exigency dates			
Scheduled date	19.01.10	23.03.10	25.05.10	20.07.10	21.09.10	23.11.10				
Items for agenda to be received by	08.01.10	12.03.10	14.05.10	09.07.10	10.09.10	12.11.10				
Agenda distributed by	14.01.10	18.03.10	20.05.10	15.07.10	16.09.10	18.11.10				
Minutes distributed by	02.02.10	06.04.10	08.06.10	03.08.10	05.10.10	07.12.10				
Volunteering sub-committee meeting (1600-1800) Dates	Dates						Exigency dates			
Scheduled date	12.01.10	09.03.10	11.05.10	06.07.10	07.09.10	09.11.10				
Items for agenda to be received by	01.01.10	26.02.10	30.04.10	25.06.10	27.08.10	29.10.10				
Agenda distributed by	07.01.10	04.03.10	06.05.10	01.07.10	02.09.10	04.11.10				
Minutes distributed by	26.01.10	23.04.10	25.05.10	20.07.10	21.09.10	23.11.10				
Finance sub-committee meeting (1630-1830)	Dates						Exigency dates			
Scheduled date	19.01.10	23.03.10	25.05.10	20.07.10	21.09.10	23.11.10				
Items for agenda to be received by	08.01.10	12.03.10	14.05.10	09.07.10	10.09.10	12.11.10				
Agenda distributed by	14.01.10	18.03.10	20.05.10	15.07.10	16.09.10	18.11.10				
Minutes distributed by	02.02.10	06.04.10	08.06.10	03.08.10	05.10.10	07.12.10				
Newsletter	Dates						Exigency dates			
Distribution date	12.02.10	16.04.10	18.06.10	13.08.10	15.10.10	10.12.10				
Printing date	08-10.02.10	12-14.04.10	14-16.06.10	09-11.08.10	11-13.10.10	06-08.12.10				
Proofreading	04.02.10	08.04.10	10.06.10	05.08.10	07.10.10	02.12.10				
Items for inclusion to be received by	01.02.10	05.04.10	07.06.10	02.08.10	04.10.10	29.11.10				
Development Worker Meeting (0930-1030)	Dates						Exigency dates			
Scheduled date	12.01.10	09.03.10	11.05.10	06.07.10	07.09.10	09.11.10				
AGM (1900 for 1930)							Attendance - all at Lavinia House			
Mill River Lodge (date dependent on HDC election)	29.06.10	Board Meeting = All Trustees plus manager Ops sub-committee members = Dave Wellbelove / Tony Gale / Garrick Lloyd / Janet Brown Volunteering sub-committee members = Stuart Trownson/Tony Gale/Chris Strange/Sharon Turton/Heather Walker/Caroline Williams/Janet Brown Finance sub-committee members (interim) = Dave Wellbelove / Tony Gale / Garrick Lloyd / Janet Brown Development Worker Meeting = Janet Brown / Clare Ebelewicz / Jo Fisher / Julie Foster / Sheila Peever / David Sheldon (or representative) / Rachel Skidmore / Sharon Turton / Helen Windwood /Jan Wise/Mary-Anne Walsh/Cathie Kennedy/Debbie Flint								

NB This document will be updated as appropriate, as and when required. Disabled parking can be accommodated, just contact either Janet or Phil.