

SIGNIFICANT HACVS DATES - PLANNING DOCUMENT

January 2009

Board Meeting (1600-1800)		Dates					Exigency dates			
Scheduled date	10.02.09	07.04.09	09.06.09	11.08.09	13.10.09	08.12.09				
Items for agenda to be received by	30.01.09	27.03.09	29.05.09	31.07.09	02.10.09	27.11.09				
Agenda distributed by	03.02.09	31.03.09	02.06.09	04.08.09	06.10.09	01.12.09				
Minutes distributed by	20.02.09	17.04.09	19.06.09	21.08.09	23.10.09	18.12.09				
Ops sub-committee meeting (1400-1600)		Dates					Exigency dates			
Scheduled date	20.01.09	24.03.09	26.05.09	21.07.09	22.09.09	24.11.09				
Items for agenda to be received by	09.01.09	13.03.09	15.05.09	10.07.09	11.09.09	13.11.09				
Agenda distributed by	13.01.09	17.03.09	19.05.09	14.07.09	15.09.09	17.11.09				
Minutes distributed by	30.01.09	03.04.09	05.06.09	31.07.09	02.10.09	04.12.09				
Volunteering sub-committee meeting (1600-1800)		Dates					Exigency dates			
Scheduled date	13.01.09	10.03.09	12.05.09	07.07.09	08.09.09	10.11.09				
Items for agenda to be received by	(19.12.08)	27.02.09	01.05.09	26.06.09	28.08.09	30.10.09				
Agenda distributed by	06.01.09	03.03.09	05.05.09	30.06.09	01.09.09	03.11.09				
Minutes distributed by	16.01.09	20.03.09	22.05.09	17.07.09	18.09.09	20.11.09				
Finance sub-committee meeting (1630-1830)		Dates					Exigency dates			
Scheduled date	13.01.09	17.03.09	19.05.09	14.07.09	15.09.09	17.11.09				
Items for agenda to be received by	02.01.09	06.03.09	08.05.09	03.07.09	04.09.09	05.11.09				
Agenda distributed by	06.01.09	10.03.09	12.05.09	07.07.09	08.09.09	10.11.09				
Minutes distributed by	23.01.09	27.03.09	29.05.09	24.07.09	25.09.09	27.11.09				
Newsletter		Dates					Exigency dates			
Distribution date	27.02.09	24.04.09	26.06.09	28.08.09	30.10.09	11.12.09				
Printing date	23-25.02.09	20-22.04.09	22-24.06.09	24-26.08.09	26-28.10.09	07-09.12.09				
Proofreading	19.02.09	16.04.09	18.06.09	20.08.09	22.10.09	03.12.09				
Items for inclusion to be received by	16.02.09	13.04.09	15.06.09	17.08.09	19.10.09	30.11.09				
Development Worker Meeting (0930-1030)		Dates					Exigency dates			
Scheduled date	13.01.09	10.03.09	12.05.09	07.07.09	08.09.09	10.11.09				
AGM (1900 for 1930)	Date	Attendance - (all at Lavinia House) Board Meeting = All Trustees Ops Sub-committee members = Dave Wellbelove/Alan Britten/Tony Gale/Garrick Lloyd/Janet Brown Finance Sub-committee members = Ernie James/David Parker/Phil Clement/Winfred Davey Volunteering Sub-committee members = TBC Development Worker Meeting = Janet Brown/Rachel Skidmore/Sharon Turton/Louise Williamson/Helen Windwood/Sheila Peever/Trevor Beadle/Clare Ebelewicz/David Sheldon or representative/Pete Watson/PCT TBA/Julie Foster								
Mill River Lodge	30.06.09									

NB This document will be updated as appropriate, as and when required.

Disabled parking can be accommodated, just contact either Janet or Phil.