

NOTES FROM A MEETING OF THE CROMWELL PROBUS (LUNCHEON) CLUB HELD ON 26 AUG 21

1. Four In Attendance: Gordon Steptoe (Chair Sep21); Peter Baker (Shadow Chair), Alf Beazeley (ex-Club Secretary), Dave Mack (SG/Meetings Secretary)
2. Apologies: Chris Leah and Roger Bruce
3. Election of Volunteers to ... and Chair of the SG. It was decided that, in general, for the future that the executive member of the SG would represent and be no greater than 10% of the greatest number of diners (rounded up). Additionally, ex-officio* members would always be welcome to attend SG meetings to provide information from their vast Cromwell Probus experience. On that basis, with Alf wishing to step down from the SG - but still being able to attend ex-officio when needed and retain his use as a signatory to cheques until the money runs out – it was decided that the SG would comprise just 4 + a much needed Back-office Secretary and they are in alphabetical order:
Peter Baker; Gordon Steptoe; Roger Bruce; Ros Townsend (newly appointed) who volunteered at the last Lunch With Dave Mack as Meetings/SG Secretary And PA to Organisers.

**Ex-officio are those who have served as President or who still play a role in the functioning of the Club like Roger who, whilst wishing to retire from his role as Treasurer) still manages the Clubs Bank account.*

4. Volunteers to Organise the Oct/Nov Lunch
 - a. Gordon volunteered to do 2 in a row and will do Oct with the SG meeting on the Thursday before in Slepe Hall for Coffee & Biscuits at 1030 hrs – Gordon, as Chair/Organiser to arrange.
 - b. Peter reiterated that Slepe Hall was booked up until Mar 22, every 3rd Thursday at 1200 for lunch with the room to be used determined by Slepe Hall based on the numbers notified as attending by the Tuesday before the Lunch. Also, for the time being, and for simplicity, Lunch menus for next lunches will be available only one ahead for Dave to publish on the Website and use in master templates for Letters that Dave will provide as support to organisers - or even now (wef 9 Sep 21) can send on Organisers' behalf that Lunch@CromwellProbusClub.org.uk has a webmail setup so returns won't come back to one person.
 - c. Whilst, if needed, the Organiser will provide Slepe Hall with the results of the Choices list printed for them by Dave. Dave has also offered to translate '1's' and 'X's' into actual Menu choices for diners to 'book in' at the tables; might be useful because at the last lunch some diners had difficulty remembering what their 'X' represented on the table chart provided that had no menu at the top. We evolve.
5. Christmas Lunch 16 Dec 21. Despite being early, the Group decided that it would follow the KISS principle this year and start to 'outline' it as follows:
 - a. No Entertainment unless someone can present an option to secure some at the next SG meeting in Slepe Hall on 14 Sep 21.
 - b. Table centre decorations = Ros's offer to create gladly accepted.
 - c. No gifts to ladies who can now attend in their own right.
 - d. Organiser – Roger has volunteered but being early days, it was decided to leave that decision to a later date. Dave has withdrawn his offer to organise that with Ros as he takes up the role of assisting (PA to) the organiser.
6. AOB. New Members – it was agreed Chairs would ask existing diners to encourage others to join them and that at the lunches, a simple 'New Diners Form' for Name, email address and Tel Nos would be provided by the Sec with those details being added to the online record of diners (for emails) before the form is destroyed.

Dave Mack
Meetings Secretary