



Minutes - SABIN Steering Group Meeting

Date: Tuesday 24 June 2014 4.30pm

Venue: Barlow Robbins LLP
The Oriel
Sydenham Road
Guildford GU1 3SR

1. In attendance: Helen Goatley, Oliver McGeachy, Debbie Hollands, Jane Heath, Maggie Ledwidge, Sally de la Fontaine, Carol Fowlie.
2. Forth coming events were discussed and the plans for them including:
 - Garden Party – 9 July @ Barlow Robbins Godalming Office
 - Holy Cross event – 3 September (presentation on the use of technology)
 - Autumn Speed networking Event – Early November, 3.30pm onwards on a Tuesday (or Wednesday). A date will now be set for this and invitations will be sent out earlier rather than later. It was agreed that putting dates out in advance was a very good idea.
3. Helen Goatley reported from the regional groups meeting at UKABIF. UKABIF wished us to promote membership of UKABIF to the members of SABIN. It was agreed that this could be done by the distribution of leaflets at each of our events and by a general positive marketing stance in our emails to the database.
4. Ideas for future events were discussed and it was agreed that the following would now be planned:
 - A presentation by the leaders of UKABIF
 - A training session on the updated state benefits regime (Debbie will ask Jan Cartmell/Deke Adams to put me in touch with their specialist on the subject, Julia Watts)

- Legal seminar – Helen Goatley to speak on both civil actions for compensation and deputyships
 - A conference on Brain Injury in the criminal justice arena
5. LinkedIn – Jane Heath will circulate details of the SABIN LinkedIn page so that everybody can join up to it. There was a need to develop this as it had not got going properly yet. There was a discussion about the use of Twitter to promote SABIN.
 6. Membership – Helen Goatley raised the issue with a number of entries on the database being clearly out of date particularly in relation to the public sector. Several people who were members from Surrey Social Services have changed jobs, email addresses etc and many of the mailings by email bounce back. It was agreed that there was a need to prune the database and make new connections with social services. It was agreed that a list of the email bounce-back members would be produced and circulated to members of the Steering Committee, who might be able to identify the individuals and provide updated contact details.

It was also suggested that several public sector employees could not receive emails with enhanced graphics. It was suggested that it might be worth trying an email which contained nothing but text (i.e. without the branding) or which attached a Word document. That might not get the bounce back.

7. In relation to growing the membership, Sally de la Fontaine was very happy to include the membership forms in work she is doing through her own business and it was agreed that she could be sent a selection electronically.
8. Date of next meeting – Tuesday 23 September 2014, 4:30pm at Barlow Robbins in Guildford