

<p>Devon Memory Café Consortium</p> <p>Minutes of Trustees Meeting</p> <p>(Summary version for website)</p> <p>Meeting No: 28</p>	 <p>Date: 1st June 2020</p> <p>Time: 3pm</p> <p>Location: Zoom (because of Coronavirus)</p>
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1. Welcome
2. No apologies
3. Previous minutes
4. No matters arising
5. A reminder that carers in crisis or considerable stress can be referred to Devon Carers
6. New signatories can be agreed and address can be changed. Online banking to follow shortly
7. Preliminary survey had shown Cafes were nearly all keeping in touch with clients during Covid19 by phone with very few using technology such as teleconferencing. A fuller survey to be carried out.
8. cafes were patchy is how they keep in Contact with anyone from Statutory bodies.
9. decided we would set up a subcommittee to review software and hardware for DMCC use
10. An update on Memory Matters was given. Progress is being hindered due to Coronavirus
11. Decided to look into sending out newsletter via Google to make use of their analytics
12. AOB. QA – decided to look into delivery of guidance via teleconferencing. Decided newsletters to be sent fortnightly as long as information was received to put into them
13. Decided Minutes to be published on Website
Decided to monitor lifting of restrictions on movement and investigate alternative ways of meeting with clients

Meeting closed 4.45pm
Next meeting 6 July 2020 - using Teams