

Morning:

1. Apologies :
2. Approval of minutes from previous Board meeting
3. Matters arising from minutes
4. Financial report
5. EO report
6. Sub group reports
 - a. Conference 2009
 - b. Membership & Regional Groups
 - c. Website
 - d. Personnel
 - e. CarbonLite
 - f. Sussed
 - g. Public.Relations
7. Passivhaus Buildings Trust
Liz Reason
John Walker (prospective Chair of Passivhaus Buildings),
Daniel Nabarro (business adviser to Passivhaus Buildings),
Chris Baines

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8. Sub group reports, continued
9. Grayson Conference Proposal - Peter Wilkinson
10. Chief Executive Officer - Business Development subgroup
11. AECB name -Business Development subgroup
12. Charitable status - Business Development subgroup
13. Date and venue for next meeting

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Travelling expenses claim form

Name

Address

.....

.....

.....

*I hereby claim travelling expenses for the meeting held on when I travelled by * car (40p per mile paid) (.....miles in total) to and from (venue of meeting etc) / public transport (please enclose receipts).*

Signed Dated

* Delete as necessary.

If you are claiming travelling expenses, please ensure you return this slip to Sally at the office as soon as possible after the meeting (please remember that claims must be made within 3 months).