

**Board Meeting Agenda –
FOE Meeting Rooms, Birmingham, 7th March 2008, 10am**

Morning:

1. Apologies : Nick Grant, Cath Hassell, Peter Wilshaw
2. Approval of minutes from last meeting
3. Matters arising from minutes
4. Financial report
5. EO report
6. Sub group reports
 - a. AGM 2008
 - b. Membership
 - c. Website
 - d. Personnel
 - e. CarbonLite
 - f. Sussed
 - g. P.R.
 - h. Lobbying

Afternoon:

7. Local Groups reports.
8. AECB development.
9. Budgets for 2007-8
10. AECB & Carbonlite development. Chris Herring, Paul Ellis & Andy Simmonds to report.
11. Colne Valley Training Centre report; Chris Herring.
12. Discussion of proposal to seek a new (but long standing AECB member) Board director with specific skills / interests relating to the CLP, with a view to them also representing AECB on the Board of the CLP (required as and when CLP becomes a limited company).
13. Proposal for improving current AECB communications arrangements.
14. Any other business.
 - a. SEDA (Scottish Environmental Design Association) future collaboration.
 - b. UKGBC (United Kingdom Green Building Council) AGM.
15. Date and venue for next meeting.

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Travelling expenses claim form

Name

Address

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*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).