

## Breakfast meeting notes 10 November 2021

This breakfast meeting was listed as 'Jon Livingstone entertains' but fortunately at the previous business meeting he clarified that he would actually be talking about policy and procedures. This change managed to boost the attendance to 16, with a couple of late arrivals.

It took place at Youth in Romsey who provide a very pleasant room, friendly staff, and a good breakfast to get one set-up for whatever is to follow.

Jon felt that policy and procedure might need a little lightening so he entertained us with some amusing videos both before and after his talk. I will say no more about them and hope that he will entertain a wider audience at a future club meeting.

Jon advised that the Rotary year ran from 1 July to 30 June, and during each year we had to hold an AGM and an Assembly. Some did not understand the distinction so Jon explained:

AGM - this is when we review the past year and look at what we have achieved.

ASSEMBLY - this is the time to look at plans for the forthcoming year and to consider any cost implications of what is proposed.

Jon turned then to explaining the Club website and highlighting how much useful information it contained. Once you have logged in to that very cheerful front page with Martin Harman, Stuart Cunningham and John Gould acting as a human fruit machine at the Mayor's picnic, there is a wealth of information at your fingertips. Click on **Members Area** and this takes you to a screen with a list of topics down the left-hand edge. The second button **send email** helps you to send a message to all or any of the club members. The buttons above the list of members allow you to select specific groups of people, or you can just pick individuals from the list. Another important button is **committees** which will allow you to see who is on which committee and who chairs it should you need to contact them.

The button **policy** hides a wealth of useful information. Club standing orders, Health & safety guidance, child protection policy, Equality and Diversity policy, Risk assessment guidance and forms to complete, details about Data Protection and insurance cover, to name just a few. It would benefit all members to have a wander around the site and learn a lot.

Jon dealt with any questions before winding up (or down) with some more videos.

David Sutton