

MINUTES - Bedford Asian Business Association (BABA)

Monday 10th January 2014

Location: The E.Y.E, Bawa House, Fenlake Road Ind. Est., Bedford MK42 0HB

Present: Jasbir Parmar – Chairman (**JP**), Eric Masse - General Secutary (**EM**), Jagtar Singh Basi (**JSB**), Sukhpal Gill (**SG**), Raamprasad Banguru (**RB**), Raj Chahal (**RC**),Majid Shabir (**MS**), Kuldip Rupra (**KR**), Mohammad Ijaz (**MI**), Rupinder Singh Bahel (**RSB**), Saarb Flora (**SF**), Suki Thiarra (**ST**)

AGENDA	Notes	Action	Deadline
Apologies	Ram Dhariwal Kevin Kalyana		
1.0 New Members and Intros	New member Rupinder Bahel welcomes BABA to The E.Y.E and briefly introduces himself to all present members.	All members Introduce themselves to RSB. JP thanks RSB for hosting meeting	
2.0 Minutes of the last meeting	<p>1. Mintues of last meeting was read.</p> <p>2. ST raised issue with emails and lack of communications to corporate members. MS and I agree with ST.</p>	<p>1.Mintues approved</p> <p>2. All members to email EM with their email addresses. EM to update list and send out a test email – Members to confirm receipt.</p>	<p>2.ASAP – To all members</p> <p>a. Executive b. Corporate c. Delegates</p>
3.0 Action on previous meeting	JP updates all about Fire Safety Awareness Workshops 18 th Feb.	Two half day event all asked to book and bring someone. JSB to email reminder to all members.	ASAP
4.0 Chairman's report	<p>1. JP - asks all to commit to support the strategy of monthly meetings and bi monthly learning or social events. 2014 we should aim for something every month. JP - shares his concerns regarding newsletter and marketing and feels BABA has failed their members by not producing a newsletter. Need an awareness campaign. JS - newsletter is a priority. JP - asks why it has not materialised as people are interested in what has happened in the last 12 months.</p> <p>Content of newsletter :-</p> <p>a. Chairs report b. Events c. Launch d. AGM</p> <p>JSB - who has signed up with drop box?</p> <p>2. RB presents possible website for BABA -</p>	<p>1.RB to design a newsletter. JP and EM to discuss content</p> <p>All members who have been invited to join drop box for file sharing BABA material please contact JSB if you haven't already done so.</p> <p>2. RB agreed with MI to produce a basic manual for future exec, members.</p> <p>EM to forward picture to RB for BABA AGM.</p>	<p>1.by next meeting</p> <p>2.RB to present website for approval by next meeting</p>

	<p>Website to contain general info. on BABA including member login, annual meeting, downloadable minutes, Executive Member logos, Gallery, member info. etc. There will also be a platform to promote and support members businesses.</p> <p>MS – asks if this would linked to networks. RB - yes</p> <p>JP - states that he has been constantly questioned on how BABA communicates with members. As result JP has held meeting with JSB and RB to see how we can communicate better. JP – BABA needs to communicate the following:</p> <ul style="list-style-type: none"> a. What are BABA values, aims, constitution b. What meetings locations time and place c. Why should I join <p>RC – the website is the best way to communicate. RB – describes how the new website would improve communication and explains how the Chairman can mail shot out to everyone and only authorised members can update the site. Also explains corporate logos promotions and deals - What offers are available to BABA members. MI – shares his concern that this may make BABA to commercialized. JP explains the benefits of this. JSB – Exec. members should receive have training for use of website. MI – seconds this but also believes a basic manual should be provided for future exec members.</p> <p>RB - also confirmed the website would be future proofed in that it be easy to use via mobile devices. Cost of website £1100.00 no further cost, no hosting fee. MS – points out this does seem to be high and we should shop around.</p> <p>RC - points out we need to keep interacting through the website. Also relayed his experience with MK Asian business association and that if we are to learn lessons from MK we all need to actively update the website in line with our responsibilities. SG – shares concern about the awareness and maintenance of the website.</p> <p>JP – we need to have our email addresses linked through the BABA website to improve communication and build awareness.</p> <p>MS- website maybe value for money as he remembered one of his customers paying £3000.00 for a website.</p>	<p>All members agreed that with MS made a valid point.</p> <p>All in favour for website – approved</p>	
<p>5.0 Treasure's Report</p>	<p>£1474.19 in the BABA bank account. Chq paid out for £500.00 to Jaz Komal foundation, raised at AGM. JP - ST to raise a pro-former</p>	<p>ST to raise pro-former</p>	<p>ASAP</p>

<p>6.0 New Members</p>	<p>1. EM will email list of all new members this week.</p> <p>2. JSB – suggest JP should meet with members personally. SG- why don't we write to them as it's just postal costs that BABA will occur? JSB agrees with SG a personal letter from the Chairman would make potential members feel privileged. KR seconds JSB.</p> <p>3. RSB has paid membership. Premier Solicitors are keen to join.</p>	<p>1. EM to mail members</p> <p>2. JP to write draft letter informing members of our plans our achievements and our next event.</p> <p>3. All agreed that chair and vice chairs would visit member personally</p>	<p>1. by 07/02/14</p> <p>2. ASAP</p> <p>3. As soon as the website and newsletter are finished</p>
<p>7.0 Agenda for next meeting</p>	<p>JP Please would you let me know by email what you would like in the next agenda.</p>	<p>To all members present and absent</p>	<p>Please email JP by 17th Feb.</p>
<p>8.0 Any Other Business</p>	<p>1. ST - asks if there is a cut of date for the fire awareness day on how many people can come. JP – NO but numbers are restricted to 20 per session. ST- Who's taking the list for who is coming EM – everyone to reply to me</p> <p>2. RC - best way to bump up the balance is as we have discussed (awareness campaign through personal meets) but challenged executives to have a clear business case for the £500 corporate fee. MI –Seconds this. RC applies his own experience - Metro bank held an event and who met with over 800 Asian businesses. MI – asks about renewal forms for existing members.</p> <p>3. JSB – we should introduce a buddy system were executives share responsibilities by assigning themselves to a group of friends within the membership. JSB also states we have to understand communication doesn't end with the website. SG - has concerns that some people may not use the web page and we need to also communicate with those without tablets or Facebook or smart phones.</p> <p>4. 23rd Feb Valentines do</p> <p>5. JSB - 4th Feb birthday bash! And Golfing Day</p> <p>6. ST – it was good to hold a meeting in a more business type venue rather than a restaurant as he felt the meeting was conducted much more smoothly. All agreed.</p> <p>7. KR in favour of website as this could help each BABA member to understand better how to use this as a tool for their businesses</p> <p>8. NEXT BABA MEETING 24th FEB 7PM THE EYE</p>	<p>1. All members who want to attend please contact EM to be added to the list</p> <p>2. RC and MS have been voted to present proposals of ways to increase revenue for BABA</p> <p>3. JSB to explore this further and suggest how to move forward with this.</p> <p>4. EM to email all members with details</p> <p>5. JSB to confirm the days event by email</p>	<p>1. ASAP</p> <p>2. By next meeting</p> <p>3. by next meeting</p> <p>4. ASAP</p> <p>5. 4th Feb, email all members in advance</p>