



Date: 8th August 2012

BABA Meeting Minutes

Time: 19:00

Venue: Denham Golf Club

~ Attendance ~

	Name	Email	Initials	Role	Attendance
1	Jasbir Singh Parmar	jasbir.parmar@hotmail.co.uk	JsP	Chair	Present
2	Sukhpal Singh Gill	gill-s@gillinsurance.co.uk	SsG	Vice Chair	Present
3	Eric Masih	goldcrownstateagent@talk21.com	EM	Vice Chair	Present
4	Kuldip Singh Rupra OBE	krupra@ntlworld.com	KsR	General Secretary	Present
5	Sukhi Thiara	sukithiara@hotmail.com	ST	Treasurer	Present
6	Geeta Sandhu	geetauk@hotmail.com	GS	Chairs of Tasks and Finish	Apology
7	Jagtar Singh Basi	jagtarbasi@yahoo.com	JsB	Media and Communication Secretary	Present
8	Billy Gill	billy_r_gill@hotmail.com	BG	Charities and Events Secretary	Apology
9	Ram Dhariwal	ramdhariwal@hotmail.com	RD	Minutes Secretary	Apology
10	Ash Parmar	ash.58@hotmail.co.uk; ashparmar@sytner.co.uk	AP	Sponsorship Secretary	Apology
11	Balbir Singh Chahal	balbirsingh.chahal@gmail.com	BsC	Sponsorship Secretary	Apology

~ Meeting Minutes ~

The meeting commenced at 19:30pm

Ref:	Item for Report / Discussion / Feedback	Action	Status
1.0	Kevin Kalyana (KK) also attended meeting		
2.0	Minutes		
2.1	<p>Bank Account St to chase the bank for an account number ST stated that only four members have paid their subs to date.</p> <p><u>Previous Notes</u> <u>26/07/12</u> Bank account has been opened with RBS at Mill Street, JSP & ST joint signatories for now. Membership subs are requested from all members. Facility for electronic banking to be explored to save time. <u>11/07/12</u> JsP informed of receipt of the Barclays application pack to open a Community account. But, have very little funds to open any account. JsP also mentioned his conversation with Ms Sharon Jandhu, who has moved from HSBC to RBS, and she advised that she may be able to offer better deals. It was agreed to open a standard Current account, to get things moving, with a few to transforming this account into a Community account, once the bank options have been reviewed. The Current account is to have 2 signatories for now; ST & KsR.</p>		
2.2	<p>Membership Application form "Member of National Asian Business Association" needs to be aligned."Member of "seems to be a bit low.</p> <p><u>Previous Notes</u> <u>26/07/12</u> Couple of amendments were mentioned i.e. take out " inc VAT " as we are not registered to VAT purposes, spelling error- " calender" and finally at the foot of the</p>	RD EM EM	Open Open Open





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	<p>form amend to - " member of National Asian Business Association". It was also suggested that the logo be changed to a sharper image. At the back of the application form, a direct debit mandate to be printed <u>11/07/12</u> RD presented the Membership Application form. Mr Dholakia suggested having a Subscription option in the form as well. RD to revise and resend form for feedback. <u>13/06/12</u> The membership fees were discussed and reviewed again. It was decided that we will set the fees at; £50 for voting member and £500 for Corporate members <u>08/05/12</u> Membership forms to be finalised and sent to all members to start recruiting members. It was suggested to initially approach people/companies we personally know.</p>		
2.3	<p>Lead Up to Launch – Previous Meeting Action 2.4 No Update</p> <p><u>Previous Notes</u> <u>26/07/12</u> Leaflets with aims and objectives to be printed for distribution on 18th August 2012 event (Independence day celebration organised by Overseas Indian Congress. Banners for display to be sourced <u>11/07/12</u> JsP advised that he recently approached Rusty for the catering, who offered £10 per head, inc food & waiter service. NABA suggested to have a high profile attendee for the launch as this will lift the profile. And to have the 'WOW' factor, look for a more Corporate venue, such as a prominent car showroom. A few showrooms and venues were suggested. All agreed and a number of members to approach main dealer showrooms; Audi, Mercedes, BMW, etc, and Kings Arms NABA suggested that religious places accommodations could be used in the future for 'normal' events. Another suggestion from NABA was to keep the launch to a limited number of attendees, such as current members and families, key sponsors, few local delegates, and 1-2 high profile guests.</p>		
2.4	<p>Launch Day It was discussed and agreed that given other events in progress and lack of readiness, 18th September will not be an achievable date for launch; weekend dates in October were suggested. JSP to action</p> <p>Live music was discussed and decided to have soft music in the back ground with a provision of microphone/s.</p> <p><u>Previous Notes</u> <u>26/07/12</u> A provisional date is set for Tuesday 18th September 2012 however, in view of other events and circumstances it could be moved by a few days - Action- date to be finalised at next meeting. Mercedes have kindly agreed in principle to offer us their premises for the launch. We have to work with them in order to cause minimum disruption to their business. Noble Solicitors have agreed to be our main sponsors for the launch, i.e. food etc which will be sourced locally Provision to live music/ light entertainment to be made. Again locally sourced. Monies to be raised for charities, at least one local charity. Discuss and finalise next meeting</p>	JsP	Open





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	Invite Guests i.e. Local MPs, Mayors, Chamber of commerce, business organisations like MKBL, Bury park business link, LABA etc. List to be finalised next meeting.		
2.5	<p>Sponsorships - <u>Previous Meeting Action 3.7</u> No Update</p> <p><u>Previous Notes</u> 26/07/12 No Update 11/07/12 A number of corporate organisations/businesses were suggested to approach for sponsorships; Noble Solicitors, Premier Solicitors, Bedford University, Charles Wells, Garcha family, Bookers Cash & Carry (Jigs), Cranfield University, Nissan R&D, Mahendra, Bedford BID, Banks (RBS, Barclays, HSBC), UKTI, Princes Trust, Business in the Community.</p>		
2.6	<p>Funding– <u>Previous Meeting Action 2.3</u></p> <p>Charities were discussed and also the involvement of the bank to match fund the donations. JsP to speak to the bank via Uday Dholakia</p> <p><u>Previous Notes</u> 26/07/12 JsP had meeting with Noble solicitors, who have recently opened a branch in the High St, Bedford. Paul (Pritpal) Singh Millan has offered to sponsor our 1st event. 13/06/12 Need to look at getting Corporate sponsorships, i.e. Banks, Businesses, law firms, Accountants etc. A number of members are to follow their leads</p>	JsP	Open
2.7	<p>Flyer and Leaflet - <u>Previous Meeting Action 3.1</u></p> <p>KK to make the logo sharper and redesign it keeping in with the theme of river, bridge etc. KK to design and condense the leaflet for aims and objective. JSB or EM to send it over to KK. Banner will be printed by a friend of ST at no charge to BABA, many thanks for that.</p> <p><u>Previous Notes</u> 26/07/12 No Update 11/07/12 EM requested that we need a leaflet type supporting document to make sure we're saying the same thing when approaching prospective contacts. JsB to develop such 'flyer' EM to approach Raamprasad to produce the final flyer</p>	KK JsB, EM	Open Open
2.8	<p>Invoice and Remittance forms - <u>Previous Meeting Action 3.2</u></p> <p>AP asked for an invoice to be raised for his membership so that he can forward a cheque upon receipt. ST to action</p> <p><u>Previous Notes</u> 26/07/12 No Update 11/07/12 It was suggested to have an invoice & remittance forms/receipts. 13/06/12 JsB suggested having members make initial payment via cheque, then setup regular DDs or SOs.</p>		





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	Need to provide receipts for membership on collection of fees.		
2.9	<p>Alternative Meeting Times - <u>Previous Meeting Action 3.3</u> No Update</p> <p><u>Previous Notes</u> 26/07/12 No Update 13/06/12 Need to look at alternative time of meetings for members who cannot meet in the evenings, such as local Asian restaurateurs.</p>		
2.10	<p>Alternative Meeting Times - <u>Previous Meeting Action 3.4</u> No Update</p> <p><u>Previous Notes</u> 26/07/12 No Update 11/07/12 EM suggested to possibly having a membership card facility for applicants, or some sort of certificate which members can display at their premises to show affiliation with BABA. EM to look to Raamprasad &/or his designer friend, Nick to produce said certificate. EM to look at Laminate card machine.</p>	EM	Open
2.11	<p>Recruit more Women - <u>Previous Meeting Action 3.6</u> No Update</p> <p><u>Previous Notes</u> 26/07/12 No Update 11/07/12 KsR and JsB suggested that we need to recruit more women to become BABA members. GS was requested to take on this action.</p>	GS	Open
3.0	AOB		
4.0	Next Meeting		
4.1	Next Meeting Date: Wed 29th August at 7:30pm , Venue: Denham Golf Club		

The meeting ended at nn:nn pm

