

~ 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	Present
9	Ram Dhariwal	ramdhariwal@hotmail.com	RD	Minutes Secretary	Present
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
12	Kevin Kalyana	Kalyanald@yahoo.com	KK	Media Development	Present
13	Imandeep Sehmbi	imandeepsehmbi@gmail.com	IS	Volunteer	Apology

~ Meeting Minutes ~

The meeting commenced at 7:30pm

Ref:	Item for Report / Discussion / Feedback	Status
1.0	JsP started by stating the small number of attendees at last meeting resulted in decisions being carried into next meeting.	
2.0	Minutes	
2.1	JsP opened by saying that the success of BABA moving forward is by recruiting more members to join and organising future events.	
2.2	<p>Memberships</p> <p>ST advised that memberships are still low and our current balance is approx £1,100</p> <p>KsR also stated that we are still to send memberships certificates to paid-up members.</p> <p>JsP said due to the Xmas holiday period applications were low. We now need up the effort in recruiting more members.</p> <p>JsP stated that all founder members should have paid up their subs by now, and requested any that have not to make sure to pay before next meeting.</p> <p>EM advised that we now have nearly 20 members including the Founder Committee members.</p> <p>KsR said we need to revisit the invitee list and approach these people again to encourage them to become members. JsP, KsR, EM, & SsG will work to go and meet with each of the invitees.</p> <p>KK suggested mentioning the forthcoming seminar to attract members.</p> <p>JsB emphasised that the key to memberships is to get more Corporate Members (CM).</p> <p>KsR asked about what has been done to thank the CM for their help & support of the BABA launch. EM replied that ST was to produce a thank you letter. JsP said that he will aim to produce the thank you letter for the CM.</p> <p>JsB also stated that we still need to identify more CM such as Billy's AutoParts, Bookers.</p> <p>ST responded by saying that the invitees list will show us any potential CM.</p> <p>KsR said that it will make more impact if the Chair (JsP) and 1 to 2 other senior members take the approach to communicate with potential new members from the invitee list.</p> <p><u>Previous Notes</u></p>	Open



	<p><u>12/12/12</u> Need to revisit all potential members including attendees at the launch and non-attendees Provide BABA packs with the proposed Action plan for next 12 months EM advised that he along with JsB and BG looked at a suggestion to have seminars/workshops every other month and BABA meeting every other month (6 x seminars and 6 meetings throughout 2013) JsP stated that we need to ensure we have valid seminars, which may need to run for upto 2 hours, and will hold the audiences interest. RD added that we need good SME's for each proposed subject, also perhaps have more than 1 speaker and make the seminars form interactive with a Q&A session for the last 30-45 mins.</p>	
2.3	<p>KsR added that has 8 additional membership Direct Debit (DD) forms. ST advised of the problem with the DD forms; we can only setup DDs if the organisation has a turnaround of around £ ½ M p.a. Therefore we need to revise the forms to setup Standing Orders (SO). RD offered to provide a sample SO form from BVS Bedford which they have used for their congregation.</p> <p><u>Previous Notes</u> <u>12/12/12</u> EM advised that we have an error in the direct debit mandate form, apparently the bank need to provide us with a BABA reference so that DDs can be directed to our account. One such form has been sent back to be corrected. KsR is looking into this; JsP said he will work with KsR to resolve.</p>	Open
2.4	<p>Payments No Update</p> <p><u>Previous Notes</u> <u>12/12/12</u> JsP advised that we need to give Mercedes a cheque for £100 towards their banners EM said that JagatWani have not received their cheque. JsP to liaise with SsG We need to chase members who have not made their payments; Gharchas and Sira need to be contacted for their raffle winnings money, £670 & £500 respectively. JsP asked about the money due from SLK, and who they were?</p>	
2.5	<p>Future Events JsP advised that he has been approached by Majit Shalimar from NatWest. Mr Shalimar stated that he was very impressed on the BABA launch day and was looking to bring NatWest in as a CM. JsP also added that he would like to propose NatWest to be key speakers at the next seminar. JsP also advised that BsC's wife in experience in Heritage Tax and could also be another presenter, especially as many Asians are not aware of the tax man could take 40% of the value of any inherited assets if no Will is available. KsR replied by suggesting that we should not be promoting any individual or businesses, the seminars should be to provide information and guidance on particular topics only.</p> <p><u>Next Seminar</u> pencilled for Wed 27th March 2013 with a 6-6:30 start at Denham Golf Club JsP will arrange speakers JsB & BG to arrange a buffet</p> <p>JsP suggested the following event in May 2013 should be a social for all Asians, based on an Asian festival such as Vasakhi. JsB added that any fees should be set at one price for all. RD suggested having a team building type event such as an Activity Camp. KK added that he is involved in a similar activity, 'Three Peaks Challenge 2013' raising money for Diabetes UK. KK requested members to Like him on Facebook and sponsor or even join the Challenge.</p> <p><u>Previous Notes</u> <u>12/12/12</u> JsP stated that future events need to be achievable not what we can achieve. EM suggested working with BIC (Bedford Indian Community). JsP/Ks/ RD agreed to keep BABA & BIC as separate organisations.</p>	Open

2.6	<p>No Update</p> <p><u>Previous Notes</u> <u>12/12/12</u></p> <p>KsR stated that if we're to approach the Muslims communities such as the Pakistanis and Bangladeshi's then we need to recruit member from these communities RD added that the current Executive Committee was formed as Founder Members for the creation of BABA and the launch of BABA; we now need a Steering Committee to form an 'official' BABA Committee EM stated that we need to get more members first. KsR suggested Ajaz Butt, HomeLink, as a potential good member.</p>	
2.7	<p>No Update</p> <p><u>Previous Notes</u> <u>12/12/12</u></p> <p>EM advised that we need a certificate from AFSA (Asian Fire Service Association)</p>	
3.0	Outstanding Actions from Previous Meetings	
3.1	<p>Invoice and Remittance forms</p> <p>No Update</p> <p><u>Previous Notes</u> <u>12/12/12</u></p> <p>Proforma invoice to AP for his company membership, ST to action, AP to confirm if we are to send a personal invoice for £50 or corporate membership for company for £500.</p>	Open
3.2	<p>Tasks</p> <p>Refer to Point 2.2</p> <p><u>Previous Notes</u> <u>12/12/12</u></p> <ol style="list-style-type: none"> 1. Follow up and sign up on both invited attending and non-attended guest 2. Meet up with people who can not attend evening meetings, such as restaurateurs 3. Everyone needs to take personal responsibility to sign up businesses 4. We need to develop connection that can make a difference 5. Keep our visibility at other events 6. We need to target business that we did not target. 7. Agenda next meeting 8. A follow up pack for those who are unsure 9. Hand out leftover BABA packs to non-attendees 10. Newsletter need to hand 11. Membership 12. Charity money 13. Meeting frequency 14. Asian achievement awards 15. Arrange business meeting with LABA in Leicester <ol style="list-style-type: none"> a. Need to be more organised before meeting 16. Use of Drop Box as central repository for all BABA material and documentation, inc all Minutes 17. Need to plan next seminar <ol style="list-style-type: none"> a. Need plan of action for the next 12 months 	Open
3.3	<p>Funding</p> <p>No Update</p> <p><u>Previous Notes</u> <u>12/12/12</u></p> <p>ST to speak with RBS Manager for match fund against donations during the Launch Day. Need this acceptance in writing from RBS.</p>	Open
3.4	<p>Membership Certificates</p> <p>JsB said that he & KK will aim to produce a formal certificate and maybe we should have a dinner for these CM to present the certificates.</p>	Open

Date: 16th January 2013

BABA Meeting Minutes

Time: 19:30 Venue: Denham Golf Club



	<p><u>Previous Notes</u> 12/12/12</p> <p>Framed membership certificates to be presented to attending members at the launch JsB suggested that for the founder members we should have the certificates stating '<i>Founder Member</i>' with member's name. And have Chairman's and General Secretary's signatures scanned in for reprint onto the certificates. KK to obtain signatures and scan It was agreed to have produce A4 size embossed membership certificates and a 'carry around' card for registered members. KK to produce draft It was agreed to have the President & Gen Secretary's signatures on the certificates.</p>	
3.5	<p>Recruit more Women No Update</p>	Pending
3.6	<p>Definition of Corporate Sponsor v Corporate Member No Update</p> <p><u>Previous Notes</u> 12/12/12</p> <p>EM raised concern over clarity of Corporate Sponsor (£1000) and Corporate Member (£500). Agreed to produce definition of the two types of members. It was agreed that we can have competing business at the launch, but can morally only accept sponsorship from one type of the same business, such as Noble solicitors, Bookers Cash & Carry, & Sytner Mercedes for the launch. It was also discussed that we need to show loyalty to sponsors for future events BsC stated that we need to manage expectations of both sponsors and members, and may need to give initial sponsors 1st choice for next event</p>	Pending
3.7	<p>MKABA No Update</p> <p><u>Previous Notes</u> 12/12/12</p> <p>EM advised that MK ABA have approached him and discussed potential of merging with BABA. All agreed to discuss at next meeting.</p>	Pending
4.0	AOB	
4.1	JsP advised of the NABA Corporate launch at BIS on 13 March 2013 and requested Founder members to provide an up to date photo and details to KK	Open
4.2	Jagtar Singh Mali, retired Chief Constable was invited to today's meeting. Mr Mali has been involved with Trekking activities and is currently organising a Trekking event in North India. JsP suggested that Mr Mali could also be a guest speaker at the next seminar.	
4.3	JsP advised that the BABAUK.org website needs redesigning, and KK will look into this	Open
4.4	RD reminded all of the need to now develop the official BABA Committee, as the current founder members were formed to start and launch BABA. SsG, JsB, KsR stated that we need to have more members to allow for the formation of Executive Committee, and then hold the 1 st AGM later in the year.	
	Meeting ended at 9:40pm	
5.0	Next Meeting	
5.1	Next Meeting Date: Wed 13th February 2013 at 7:00pm, Venue: Denham Golf Club	

