

Meeting Agenda – The Midland Institute, Margaret Street, Birmingham, 2nd June 2006, 10am

Morning:

1. Approval both sets of minutes from last meeting, and minutes from 3rd March
2. Matters arising from all minutes
3. Financial report
4. EO report
5. Sub group reports
 - a. AGM
 - b. Listed membership
 - c. Website
 - d. Yearbook
 - e. Sussed
 - f. Personnel
6. Matters to report
 - a. Renewal of contract with Green Building Press to supply Building for a Future – CH to report
 - b. National Centre for Sustainable Construction Skills – CH to report
 - c. Lobbying report – Cath to report
 - d. AECB branding – Cath to report
 - e. SEP – Cath to report
 - f. Membership of Generation Homes – Liz to report
 - g. Trustees contracts – CLS to report
 - h.

Afternoon:

7. AECB support for planning Applications
8. Commission for late adverts
9. The future of Sussed
10. The Green Building Council and its implications for the AECB
11. Understanding our members and how best to include them
12. Local Groups
13. Any Other Business
14. 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 (15p 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).