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| Agenda Item | Minute | Action |
| Present: Elaine Jamieson, Aileen Watkins, Julie Watson, Linda Leyland, Aixa Nebreda, Fiona Hamilton | | |
| Apologies: Delores Firth, Catriona Macphail, Anne Paterson, Joyce Hawkins | | |
| Minutes from Previous Meeting: | Proposed: JW  Seconded: AN |  |
| Matters Arising |  |  |
| Development Officer contract | Stramash needs support with the delivery of the development contract due to staff  capacity, and so will bring in additional support to do this.  Morag Duff could be willing to take on some of the contract work until the end of March.  Satellite groups – email has been sent out informing of FB page. Contact lists have been created and increasing. Next: these people need to be contacted and meetings arranged to discuss what CPD/kits needs they have. Oban & Lorn group met in October with a willow workshop attended by about five people.  Gillian has also updated or created: Dropbox, FB page, OWLScotland page, distribution lists and email addresses.  Photo competition could be handed over to Gillian to take forward, AW to discuss with her.  First Aid course has been organised for February with Andy Craven. It was agreed it Little Owls Groups could subsidise the course by £30 per person.  £4000 - £1000 admin/£500 networking event/5x£500 for satellite groups | Gillian to send out information to the group about how to access all the different communication avenues.  AW speak to Gillian to see if willing to take on photo competition  AW will liaise with Andy Craven re invoicing and location.  AW speak to Morag Duff to see if willing to take on subcontract Development Officer tasks  AW to draw up report on where project  AW to find out more about the requirements of the hygiene course.  AW contact Bonnie to see if networking and cpd events can run beyond end March 17. |
| AOCB | Outdoor hygiene training is being offered free by Aberdeen OWL group.  National networking event at Kindroggan. RP attending.  OWLS are developing best practice guidelines, first two for tool use and fire. |  |
| Date of Next Meeting | Wednesday 8th March. 4.30 pm Inveraray Conference Centre | FH ask Maggie McLay to book room. |