

## North Highland Owl Meeting

Julie Brewer's house

5 July 2021

Present: Julie B, Gregor, Kerry, Julie G

Apologies: Shirley-Anne, Simon, Larissa

22 July minutes were proposed as true by Kerry and seconded by Gregor.

Meeting chaired by Kerry

This was a special meeting called to organise details for our launch on 4<sup>th</sup> September and the Creeping Toad workshops on 15<sup>th</sup> and 17<sup>th</sup> September. Discussion was focused on actions which needed to be taken; we briefly talked about two items first.

1. Re: How will we keep track of our resources?

- Label all resources NHOWL
- Put everything in boxes with list of contents, quantity and value of each piece of equipment taped inside with the written notice that all equipment must be returned or replaced
- Use the sign out book
- Start a hotel booking calendar online

We agreed not to start this work until after our launch and the Creeping Toad workshops were over.

2. Re: WHOWL Launch, 11<sup>th</sup> August

Information: Julie B or Kerry will be driving to Kyleakin at 7:00 do deliver activities (didn't write down where we are meeting) The following activities will be given by NHOWL members: Kerry=mini raft making; Julie B=tracking; Julie G=gel printing. If anyone else in NHOWL would like to go along there is space in the car for one or two more people.

Things to do:

- Gather some sticks and get twine from NHOWL cupboard as well as 10 each of 3 Jump Into Nature activity booklets Action Point: Kerry
- Take a few natural materials for demonstration Action Point: Julie B
- Take gel printing kit Action Point: Julie G
- Bring Kelly Kettles and bow saws Action Point: Kerry and Julie G

3. Re: Creeping Toad: 15<sup>th</sup> and 17<sup>th</sup> of September

Information: Gordon will arrange to walk round Fairburn and choose the area in which he will work. Check out his website, if you don't know his work. AMAZING!

- Things to do:
  - Put the Friday CPD twilight session onto the Highland CPD calendar **Action Point: Julie B**
  - Putting a generic e-mail out to HTs re: the classroom experiences: 10-11:30; 12:30-2:00 on Wednesday and 10-12:00 on Friday; and 4-6:00 for twilight session **not sure of these times** attaching Gregor's flier and CPD session content detail **Do we need to bother saying that there will be no NHOWL transport subsidies?** **Action Point: Julie B**
  - Detailed content of CPD twilight session sent to Julie B **Action Point: Gregor**
  - Providing lunch for Gordon **Action points: Kerry=Friday and Julie G=Wednesday**

4. Re: Creeping Toad: Next Year, 2022

Information: Gordon would like to come up North in May 2022 and the NHOWL committee in Easter Ross is trying to get all 2022 workshops further North next year. Also, we would like to give the opportunity to the NHOWL members who live and work further North to make the decisions and do the organising of the events ( contact, date, location, schedule, etc..)

Things to do:

- Keep in touch with Larissa, Ian and Trish Matthews about taking on the organisation of this session **Action Point: Julie G**
- Inform the Northern NHOWL members who are interested in organising events of the opportunity to host a Dan Puplett and possible Campfire Cooking and Hygiene CPD workshop **Action Point: Julie Gordon**
- Ask Bonnie about financing a Campfire Cooking and Hygiene CPD workshop next year **Action Point: Kerry**

5. Re: NHOWL launch at Fairburn

Information: NHOWL launch will be held at Fairburn Activity Centre on 4<sup>th</sup> September between 12-3:00. The days will be separated into four, 45 minute sessions—two in the morning and two in the afternoon. The following people will be leading activities:

- ❖ In the morning: Minibeast Hunting=Shirley-Anne; Knots and Tarp Shelter Building= Kerry; Fairy Fires=Gregor and Julie G
- ❖ In the afternoon: Lizzie= Storytelling; Larissa=Woodland Mindfulness; Campfire Cooking= Kerry, Gregor and Julie G

Things to do:

- Make up a poster for the launch **Action Point: Gregor**
- Email all contacts of charities and organisations and attach posters: **Action Point: Gregor**
- Invite these professional groups to send in/take along any information about their organisation, which will be displayed at the entrance of the Fairburn Activity Centre **Action Point: Gregor** (Julie G does UHI)

- Put launch poster on generic emails to HT Action Point: Julie B Is this right?
- Get posters onto local shop windows Action Point: Julie G
- Mail/deliver posters to schools and organisations Action Point: Julie
- Ask for volunteers to help put up posters (If that fails, I'll only do the local areas.) Action Point: Julie
- Ask Karla for photos of NHOWL activities and pass them on to Julie B Action Point: Kerry
- Print photos and use them for the display board Action Point: Julie
- Make up display board with sign up sheets for all activities offered: times and areas where the activity is happening given. Guests can choose one activity in each time slot. Action Point: Julie B (We forgot to put a cap on each of the activities which Julie B needs for this.)
- Buy plastic pocket display board Action Point: Kerry
- Create a free, fun raffle Action Point: Julie B
- Make up a list of 2022 upcoming workshops and CPD events for display board Action Point: Julie B
- Invite Bonnie and Sally York to our launch Action Point: Grego
- Give welcome speech Action Point: Shirley-Anne? Who will ask her if she is happy to do this?
- Contact Lizzie to talk to her about the change of time slots art at the launch Action Point: Julie
- Organise time and date for Simon to show us how to put up and take down tepee and at the same time ask about the NHOWL big tools Action Point: Gregor
- Contact Highland News and Media to see if an article about our launch can be put into their papers Action Point: Julie G
- Walk around Fairburn on the 24<sup>th</sup> or 25<sup>th</sup> of this month to take photos of areas in which we can work and to clarify details/questions Action Point: Kerry and Julie G (and all invited)
- Get map of Fairburn, photocopy it with areas in which activities are being held are clearly marked, put on display board (Do we need small ones for guests to use to navigate themselves around?) Action point: Undecided
- Make up a tick list of things to do Action Point: Gregor

I'd better get to bed.

