

THE EILEEN TRUST

Minutes of a Meeting of the Trustees held at Alliance House
on Tuesday, 6th September 1994 at 10.45 a.m.

Present: The Reverend Prebendary Alan Tanner, Dr Mayne,
Mr Palmer, Ms Phipps, Miss Winterton

In attendance: Wg Cdr Williams, Mr Williams

AGENDA

- 94.25 Minutes of previous meeting - 24 May 94
- 94.26 Secretary's report
- 94.27 Registration/Statistics
- 94.28 Investment summary
- 94.29 Budget 1995-96 (Section 64 application)
- 94.30 Grants/Assistance
 - a. Expenditure to 31 Aug 94
 - b. Case review
- 94.31 Contact between members
- 94.32 Any other business

94.25 MINUTES OF PREVIOUS MEETING - 24th May 1994

Approval of the draft Minutes was proposed by
Dr Mayne, seconded by Miss Winterton and carried unanimously. Matters arising
were deferred to the appropriate agenda item.

94.26 SECRETARY'S REPORT

The Secretary said that calls on the Trust had continued to be low, and activity had been
concentrated on matters relevant to contact between members (Ag94.31). The
Secretary would be on leave from 10th to the end of September.

94.27 REGISTRATION/STATISTICS

The Secretary reported that there had been no new registrations, but that following a
press report of a
boy in the Newcastle area orphaned in circumstances
which indicated eligibility to register, the staff had taken action via both the
Department of Health and the Newcastle Area HIV Co-ordinator to try to establish
contact with the boy's guardians.

During discussion it was noted that this was a case where Department of Health contact had only been via Solicitors and it was questioned whether in such circumstances the circulars inviting registration with the Trust had been passed on. The Secretary was asked to take up this point with the Department of Health.

It was noted that the recent distribution of the Annual Report to an address list obtained from NAM had not resulted in any response and it was agreed that there was little further scope for broad advertising and further registration would be more likely to rest on follow-up to any leads, as in the present Newcastle case.

94.28 INVESTMENT SUMMARY

The Secretary introduced the summary which had been circulated, and produced an update of the valuations of the Schroder and CAF investments to 31 Aug 94.

There was general discussion on the merits of continuing with CAF and this resulted in a general agreement to accept the loss on this investment and seek recovery elsewhere, by withdrawing all or at least part of the CAF Investment. Possible reinvestments were considered, and in spite of general satisfaction with Schroders there was a reluctance to put more than half the total fund into any single investment.

It was agreed that in view of recent and projected expenditure the element in long term investment for capital gains could be increased at the expense of both the middle tier income investment and the bottom tier cash holding. The Secretary urged that some part of the middle tier should be with an organisation that provided the lower cash tier. This meant in practice staying with CAF or moving to COIF, of which he recommended the latter.

Following further discussion it was proposed by Mr Palmer that the CAF Income fund units be cashed, and that £100,000 be reinvested with Schrodors and the remainder with COIF Income Shares. This was seconded by Ms Phipps and was agreed unanimously. It was accepted that the cash account would also be moved to the COIF Deposit Fund. The Secretary to take action as early as possible.

94.29 BUDGET 1995-96

The Secretary invited attention to the Management Budget figures for the previous, current and coming years. He reminded Trustees that the first year had included a special 'setting up' additional cost. This had been fully spent, indicating that the

surplus was all within the annual budget. It was expected that there would again be a surplus in the current year, but probably slightly lower. In view of some rising costs being experienced by the Macfarlane Trust he was reluctant to reduce the overall budget forecast for 1995-96, but was confident it did not need to be increased and could contain current rates of inflation.

Mr Palmer drew attention to the inclusion in this figure of provision for meetings or group activities as the only new category of expenditure and the Trustees agreed that this was a useful precaution.

The Chairman invited further comment and subsequently approval as a basis for application for a Section 64 grant. Acceptance of the total and allocation as forecast was proposed by Miss Winterton, seconded by Mr Palmer and was agreed unanimously.

94.30 GRANTS AND ASSISTANCE

a. Expenditure to 31 Aug 94. Trustees took note of the figures as published and the relatively flat rate of expenditure these indicated. Following an observation that these did not as yet include any cases of terminal stage illness, death, or bereavement (which were a major area of expense with the Macfarlane Trust), Ms Phipps asked whether some assessment of the level of expense these factors could involve could be forecast. She suggested that this could help Trustees to make decisions on whether there was a need to contain current expenditure in order to conserve funds or whether the Trust could afford to consider a more liberal policy on grants. In discussion it was generally agreed that this would be useful information to have, even accepting that it would be largely educated guesswork. The staff would attempt an analysis and produce some figures as early as possible.

b. Single Grants. Mr Williams introduced a request recently received for a holiday grant, involving foreign travel in hot climates. This prompted a general discussion on holiday payments as well as the on the individual application. There were reservations on holiday grants in principal and in particular in establishing this precedent in advance of the enquiry just invited ((a) above). Considerable reservation was felt about the advisability of the particular application, and while the Trust could not interfere it could be risky to endorse the project either financially or otherwise. Finally it was felt that in view of the assistance already given to this family it was not the best choice for the first holiday grant (unconnected with convalescence or therapy). The application was therefore rejected. It was agreed that the principle of holiday grants would be discussed again at a later date.

c. Winter Payment. The Trustees approved a continuance of the winter payment for

1994 to each person infected with HIV (including secondary infected intimates). The payment to be £500, paid early in November.

94.31 CONTACT BETWEEN MEMBERS

It was reported that following the recent proposal for an exploratory discussion meeting only 5 members had replied, which was only half those who had shown a general interest. However all of these had expressed a firm wish to take part and in discussion the Trustees generally shared the view of the staff that at this stage it was a pity to disappoint those who were keen to go ahead.

It was considered that for such a small number the cost of a major event could not be justified. At the same time it was suggested that the type of programme proposed may even have appeared too formidable for some, and that there could be social as well as financial advantages in seeking a shorter meeting, kept as informal as possible.

Trustees agreed that a further invitation be made on this basis and that if this drew even as few as 6 or 7 participants it could be acceptable. Mr Williams suggested that with the potential numbers involved he could negotiate by telephone rather than a further letter and reply form, and the Trustees welcomed this suggestion.

It was further agreed that this invitation be tied to a specific date and Saturday, 26th November was selected. The Trust would continue its offer to pay travel costs and one night accommodation.

94.32 ANY OTHER BUSINESS

The next meeting was confirmed for Wednesday, 23rd November at 10.45 a.m. (not 10.00 a.m. as previously published).

The Chairman thanked everyone for their help. He apologised for having to make an immediate exit to another appointment and closed the meeting at 12.00.

The Reverend Prebendary Alan Tanner
23rd November 1994 Chairman