

01.09..24 Planning Meeting for Scotland Conference 16.11.24

Attendees: Joseph P. (Perth), Hollie R. (Edinburgh), Claire L. (Glasgow West), Barrie R. (Perth), John A. (Perth)

Date/Time: 16.11.24; ~10am-5pm and then dinner for those who want to stay on

Location: Perth (agreed - geographically in the middle)

Venue:

- Make sure accessible for wheelchair users/people with walking sticks
- Perth group to decide. Possibles:
 - Barrie has costings for 3/4 venues
 - Perth Library - £~50-70 per hour
 - Perth Art Gallery - £~50-70 per hour
 - Birnam Arts Centre - £42/hour
 - Norrie Millar studio in Concert Hall has a small studio - £500 for 2-7.30
 - St Martins Church (Tay Street)

Activities:

- Talk at the beginning and end of the day
- Mini-workshops (45mins). Suggested themes:
 - *How to set up a local Amnesty group*
 - ??
- Options for speakers/workshop leads:
 - External speaker (e.g. someone who has been helped by AI)
 - AI Scotland office speaker
 - Local group members
 - Scotland-based AIUK Country Coordinators - there are currently 5:
 - Myanmar: Mal
 - North/South Korea: Clara
 - Russia: Iona
 - Eritrea: Alex
 - South Caucasus: Fuad

Resources needed (inc. budget):

- Budget:
 - Venue: max £500 (Concert Hall studio)
 - Catering: ~£10/person for lunch
- Sources of money:
 - from central AIUK: Joseph to check budget
 - local groups have money they could donate to the budget: groups to discuss
 - attendees: ask suggested donation

Invitees:

- All local group members

- All Amnesty members who live in Scotland (ask AIUK central office to send invite email to all)
- Register invitees via ticketing platform e.g. eventbrite
- Number of people.
 - Perth:6
 - Dundee: 6
 - Glasgow x2: 15
 - Edinburgh x3: 15
 - Individual members: ??!! (Joseph to ask central AIUK)

ACTIONS	Deadline
1. Claire to link up Joseph with Mal re. Scotland Activism Rep role	01.09.24
2. Claire to share Meeting Minutes in WhatsApp group chat → all Chairs to ask groups for feedback/ideas from all groups by Friday 13.09.24	01.09.24 02.09.24
3. Claire to do poll in WhatsApp group chat re. next meeting date/time - Fri/Sat/Sun 13/14/15, 6pm/8pm	01.09.24
4. Barrie to ask Amanda to email AI Scotland office to ask if they are available 16.11.24 to come and speak	02.09.24
5. Joseph to ask central AIUK: a. how many individual AI members are in Scotland b. budget provided by central AIUK	06.09.24
6. Perth group to contact venues and find out options that are available on dates and cost for hire and catering	13.09.24
7. All members to add ideas to this document / email Chair or Joseph ideas	16.09.24

→ **Next planning meeting:** weekend of 13/14/15 Sep