

# Secretary's Report

Jeanette Eldridge

BPIP 48<sup>th</sup> Meeting

Wednesday 13 November 2019

Shell Centre, London

# Membership Requests

- Recommendations by existing members at external meetings
- Direct requests to access members-only area on website
- Email to Chairman or Secretary
- Additional members from existing member organisations

# New Members Communications

- Welcome email detailing membership and requesting information for inclusion in membership list, GDPR response
- Direction to website for access to members-only area
- Details of forthcoming meeting, request for short bio slide for meeting

# Group-wide Communications

- GDPR responses improved but still incomplete
- Registration for access to members-only area of website also increased
- Reduction of email attachments sent out – now on website
- More use of website blog for “news”

# Future Group-wide Communications

- How to increase positive engagement with all members?
  - More frequent submissions of news items from all members for blog
  - More links to useful resources outside BPIP – but duplicates efforts elsewhere?
  - Links to members own publications?
  - Upload of past meeting materials, not just recent meetings?
  - Upload of past email comms, especially for new members?
  - Fewer emails?!

# Future[-proofing] for BPIP?

- Succession planning – see later agenda item
  - Opportunities for members to take on roles of BPIP Chair and Secretary
- More formal membership framework?
  - Small subscription fee to build funds
  - Closer links with other similar groups?
- Development opportunities?!
  - Hosting meeting – thanks to Susan as our experienced host and Akshay Thaman
  - Shadowing – thanks to our volunteers Katherine Nutter and James Rudman
  - Publications – update BPIP history to mark 50<sup>th</sup> meeting?