

Association Intégration Kreiz Breizh
Minutes of the AIKB Board Meeting
12th January 2026 at 10.00 hrs

Present:

Frances Augustine (Chair) Jean Evans Mandy Newell Jennifer Bolt Evelyn Whittington
Janet King Bernard Perrot Joan Cundy Janet Coopey

Apologies: Jayne Fenwick Dale Frith

Absent : Jérôme LeJart Marylin Crago

1. Actions from last Board meeting

1.1. Mileage claim form for Wendy Mewes **COMPLETED**
1.2. The proposal for expenditure provision was discussed at a Bureau Meeting on 11th December

The outcome of this must now wait until the Final Accounts for 2026 are agreed by Fiducial.
Action – issues to be discussed by Jayne and Dale with Fiducial

1.3. Re-minute – Marilyn's office keys to be returned to AIKB
1.4. All club/group attendees to be members of AIKB. The following was agreed by the Board at the meeting:

- Club/Group leaders are responsible for ensuring attendees are paid up members. Any new non-members have two weeks free and then have to join AIKB to continue participating.
- It was agreed not to have a sign-in sheet for members/visitors in the Library/Office as suggested by Dale.

2. Finance

2.1. Financial Update was circulated prior to the meeting. Dale subsequently reported that an Interest payment of 998,45€ was received on 31st December 2025 from the Credit Mutuelle savings account.

2.2. The 4 new members who joined in December 2025 were approved by the Board.
2.3. The Board confirmed that Marilyn Le Moign stepped down as President of AIKB as of 31st December 2025 as agreed. Jayne Warrender has replaced her from that date.

Action is to be taken by Dale, Credit Mutuel and Credit Agricole to delete her signature from our current and savings account

2.4. A discussion about obtaining a bank payment card for use by the Office Manager was discussed and approved. This needs to be investigated and implemented as soon as possible.

Action - – issue to be discussed by Jayne and Dale

3. Office Report

3.1. Office report was circulated prior to the meeting.
3.2. Issues raised by Sarah Bonnard

- **SOB Website** George and Elaine to be told that the issue is now between them as AIKB no longer sponsors SOB.

Action - Sarah to inform both parties

- **Stuart to renovate the outside entrance for Tourist Information** It had been previously agreed by the Board that AIKB will pay for the work/materials.

Action – Sarah to inform Stuart to invoice AIKB

- **AGM 2026** After the meeting the date for the AGM was agreed with Fiducial and it will be held on Thursday 26th March at 14.00hrs in the Gouarec Salle Polyvalente.

Association Intégration Kreiz Breizh
Minutes of the AIKB Board Meeting
12th January 2026 at 10.00 hrs

3.3. Other Issues from Office Report

- It was agreed that a letter should be sent out to all members of the Board updating them on the office/library turn around and also a reminder of the office hours. After Sarah's review meeting a further letter will be sent out to advise members of the dates of Office closures due to Sarah's holidays.

Action - Janet C and Jean to prepare letters and ask Sarah to email to all members

It appears that Sarah cannot, for example, put an Out of Office message on the email system. Also, the email system is controlled by a third-party system which makes it very difficult to update. The Board agreed to ask a qualified computer technician to come and give us a quote to upgrade the system. Janet K suggested an English technician called Paul Louder be contacted.

Action - Evelyn and Frances will discuss the issue with Sarah at her January review

4. **Club Reports**

4.1. Some of the Conversation group used Marilyn's old office for the first time at the beginning of January which proved successful. It will be used for other groups as required. It will be possible to provide hot drinks in the meeting room and it was agreed that a new kettle will need to be purchased.

Action - Jean to purchase new kettle

4.2. The Art and Textiles group are now using the room over the new library for their meetings and it was agreed that they can leave out the chairs and tables after each session.
4.3. Jean is to request a monthly report from the leaders of the Social afternoons and AIKB à PIED

Action - Jean to contact Mel Bosman and Steve Cassels

5. **Any Other Business**

5.1. Removal of AIKB stored items from Marilyn's property, mainly books and catering equipment. Frances advised the Board that Marilyn has requested us to clear our items ASAP. After discussion it was agreed with Mandy that all the library books can be disposed of. They are getting old and not fit for purpose and fewer and fewer books are being sold at the AIKB fayres. The last few occasions we have only made about 250€ from the sale of books. It is thought that we could have about 10 more stallholders in the space which will bring in 150€. It is also getting difficult to get volunteers to help with moving the heavy books and tables.

Action – Mandy is to speak to her contact who arranges to take the books for pulping, (a charitable donation is then given to the convent after the sale of the pulp), to ask if it would be possible

A storage facility will then need to be found for the catering equipment.

Action – The Board members were asked to look for appropriate sites and report back to the next meeting

5.2. Cake slices sold at fayres – it had been suggested by a member that we should put the price up to 2€ per slice but the Board decided to make the slices slightly smaller and keep them at 1,50€.

Action – Joan to buy a template to cut the cakes

Association Intégration Kreiz Breizh
Minutes of the AIKB Board Meeting
12th January 2026 at 10.00 hrs

5.3. Sarah's attendance at Board meetings – after discussion the Board decided that Sarah should, in future, be invited to attend just at the beginning of meetings to present her office report and ask any questions which need answering by the Board.

Action – Evelyn and Frances to discuss this with Sarah at her review meeting in January

5.4. Office closures for Sarah's holidays – it was decided that the Easter break should be from Wednesday 1st April to Friday 10th April 2026.

Action – Dates for Easter and the remainder of Sarah's holidays to be discussed at her review

5.5. Bureau Meeting to be held before the next meeting with Fiducial.

5.6. Bureau Meetings – the Board members requested that they be kept informed of items discussed to ensure everyone is aware of decisions being made.

Action – Bureau meetings to be discussed at subsequent Board meetings

5.7. Mauves So British – Janet C reported that she had attended the Mauves Christmas pantomime. There were also discussions about a potential exchange visit to them in May of this year following the success of last year's weekend in Gouarec.

5.8. Issues from the Carol Concert 16th December 2026:

5.8.1 Frances reported that Lesley Rose had provided mince pies for the concert on the agreement that the money taken go to the charity being supported on the night. It appears that this did not happen and the money came to AIKB.

Action – Frances to check with Sarah and ensure a donation is given to the charity

5.8.2 Jenny reminded the Board that there were two accidents on the night due to the lighting and bollards around Les Halles. Assistance was given by AIKB volunteers but this brings up a question about who has responsibility for a situation such as this. Sarah did inform the mayor's wife of the accidents.

Action – Frances/Jayne to write to the Mairie expressing concern over the safety of Les Halles

5.9. New Members Pack – Janet C suggested putting together a pack for new AIKB members.

6. Actions from Issues for the Board to discuss sent by Jayne to Frances (chair of the meeting)

- Website page of Board members to be updated and new photos taken as required.

Action – Frances/Jayne to discuss with Sarah

- New Board members to give a short introduction to themselves at first meeting.
- A redacted version of the minutes of each Board meeting to be put on the website. The redaction is to protect personal information from being shared unlawfully.

Action – Frances agreed to be responsible for this.

- Explain the procedure for claiming AIKB related mileage for tax benefits. A document from the accountant at Fiducial was read out. Please note we cannot claim mileage for just attending club/group sessions.

Action – Jean to send document with the minutes

- Part time office help for Sarah to be discussed after the AGM
- AIKB has been approached re considering collaboration of events with the Cinema in Rostrenen and the Swimming Pool centre in Gouarec.

Action – Board members to consider possibilities

- Tourist Information – Mandy stated that the Librarians are happy to fill the leaflet rack but not to give information as some of them don't speak French and /or live in Gouarec.

Association Intégration Kreiz Breizh
Minutes of the AIKB Board Meeting
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- A copy of the AIKB Statute is attached to these minutes for Board Members and also Sarah has a copy in the office should any member of AIKB wish to read it..
- Any concerns the Board may have about the future of AIKB will be discussed with Jayne at a future meeting.
- It was agreed that a social event for Board members is a good idea.
Action – to be discussed at the next meeting
- It was agreed that we should appoint deputies for all the key Board member roles.
- It was agreed that all AIKB members should be asked if they would like to contribute to a gift for Marilyn Le Moign to be presented at the AGM.
Action – Frances/Jayne to ask Sarah to write out to all members

7. Date of next Meeting

The next meeting will be held at 10.00hrs on Monday 23rd February 2026 in the Gouarec Mairie.

If any member of AIKB has any points that they would like to raise with the Board, please email Sarah with your concerns and they will be discussed.

Thank you.