

<p><u>17 May 2013</u></p> <p>*Presentation by Director - mission, priorities and organisational structure</p> <p>*Four topics suggested by TWAM Senior Management Team (SMT) (issues discussed by them at the time).</p>	<p><u>1 July 2013</u></p> <p>*Are SMT suggestions priorities for TWAM visitors and for those who live around TWAM venues but don't currently visit? Answer: don't know - need to find out what communities think as well as what TWAM thinks.</p>	<p><u>16 September 2013</u></p> <p>*Meeting attended by members/staff from: Age UK North Tyneside, Gateshead Older People's Assembly, North Tyneside Arts Studio</p> <p>*Discussion: issues that face the organisations / people present at meeting & if and how museums might be able to provide support around these issues</p>
<p><u>16 January 2014</u></p> <p>*Two topics identified from meeting 16 September: 1. charging for activities / exhibitions at TWAM venues 2. communication between museums and communities</p>	<p><u>24 February 2014</u></p> <p>* Director and a senior manager attended meeting to talk about 'charging for activities / exhibitions at TWAM'</p>	<p><u>31 March 2014</u></p> <p>* AMT members discussed their own approaches to charging - ideas around: research, transparency and loyalty cards</p>
<p><u>2 June 2014</u></p> <p>*Principal officer communications and Discovery Museum and Archives manager attended meeting to talk about communication, and how TWAM can reach people that are harder to get in touch with for the organisation at the moment</p>	<p><u>30 June 2014</u></p> <p>*AMT members discussed their own approaches to communication - ideas around: donations/sponsorship, pay-it-forward schemes and geographical communities (e.g. residents of a specific street)</p>	<p><u>21 July 2014</u></p> <p>*Presentation of ideas / suggestions to members of SMT and other TWAM staff</p>

1 September / 6 October 2014

*Meeting chaired by external facilitator: group members discussed experience of being part of AMT so far and how to continue work next year – Memo of Understanding, more contact with SMT, three meetings per topic.

17 October 2014

*AMT were present at TWAM-wide Our Museum 'Year 3 planning event' – presenting their ideas for the group next year and finding out about other strands of the programme.

8 December 2014

*Update / feedback from Development officer about ideas proposed by AMT – in development: pay-it-forward scheme, letting visitors know what donations have been spent on in venue leaflets, 'show-and-tell' event of spaces available at TWAM venues, summer schools at TWAM venues.

*Catch-up for new members and members who had not been able to come to meetings for a while.