



	<ul style="list-style-type: none"> <li>• AC to ask MS about her action as she is leaving the group</li> <li>• KN to write a piece about CILIP NW Day and ask anyone else if they would like to write a few words as well. AC will try to identify articles that would be suitable for Northern Lights.</li> <li>• <b>Action</b> - AC to update exiting minutes rota with ER and SG</li> <li>• <b>Action</b> - AC to update the documentation with membership changes, including adding tags and CPD experiences in workflow document</li> </ul>	<p>AC</p> <p>AC</p>
6	<p><b>Update on May 2021 issue of Northern Lights</b> MS processed 11 articles and they are all on the blog. JL confirmed there had been no problems with the current issue and MS took a “light touch” approach to the editorial. Editorial will be published a couple of weeks later than planned.</p> <p>Concern about length of one of the articles submitted (2,000 words) which is too long for the blog. KN suggested it would be possible to attach the full article and ask for a shorter blog version.</p> <p><b>Action</b> – AC to contact the person and ask to write a short version for the blog and attach the full paper.</p>	<p>AC</p>
7	<p><b>2021 Survey on Northern Lights update</b> AC sent a copy of results retrieved so far.</p> <p><b>Action</b> – AC, SG, ER to send reminders to their regions about the survey</p> <p>SG pointed out a couple of the comments retrieved so far are things we need to address e.g., the difference between the blog and Northern Lights and “unique” articles. KN said it was done this way so there was regular content on the blog throughout the period between editorials. SG commented we maybe just need to be clear what are processes are. GY said there used to be more blog articles about North based HEE/ CPD LKS activity and the annual service updates. SG recommended an FAQs document for people to refer to. SG suggested a blog article for the next edition and for it to be added to the newsletter documents as well.</p> <p><b>Action</b> – SG will write a short FAQ type blog post article for the article in time for the September issue and this can also be added to the newsletter documents list. “You said we did” comments after the survey closes</p> <p><b>Action</b> – AC to arrange an interim meeting to go over</p>	<p>AC, SG, ER</p> <p>SG</p>

