

To: PA to ED/CEO; (2) ED/CEO; (3) Head, Admin.

From: SPA, (Legal)

Date: 19th July, 2004.

Subject: Minutes of Meeting

Find attached the minutes of meeting of Thursday, the 15th day of July, 2004.

Thank you.



Chijioke Chuku Esq.
SPA (Legal)

**MINUTES OF MEETING OF SENIOR STAFF OF NIGERIA GOVERNORS' FORUM
HELD AT THE OFFICE COMPLEX ON THURSDAY, JULY 15, 2004.**

S/N	NOTES/RESOLUTIONS	ACTION
01	<p>ATTENDANCE</p> <ol style="list-style-type: none"> 1. Aminu M. Ibrahim - Chairman 2. Chijioke Chuku Esq. - Member 3. Isma'ila Ibn Dawud - Member 4. Ibrahim Ja'afar - Member 	
02	<p>COMMENCEMENT</p> <p>The meeting started at 4.05 pm with opening prayers said by the ED/CEO who chaired the meeting.</p>	
03	<p>INTRODUCTION</p>	
04	<p>The chairman went through the items on the agenda and asked for comments.</p>	
	<p>SUNGOLD TELEVISION PROPSAL</p> <p>The chairman called for comments on the said proposal. It was generally agreed that the idea is in principle a good one but the consultants had to come so as to throw more light on their proposal. The meeting expressed fears over the uniformity of the coverage that would be given to each state:</p> <ul style="list-style-type: none"> • Where does the NGF secretariat come in? • What does the secretariat stand to gain? • What is required of the secretariat? <p>It was further suggested that the name "Government House" be changed to "Governor's Forum" but the meeting was of the view that the name "Government House" should for the time being remain.</p> <p>It was also agreed that other TV stations like N.T.A. be used in addition to AIT and that the TV angle be the main focus now. The Radio bit can come in later.</p> <p>The meeting with Sungold was fixed for Wednesday, 21st July at 11 o'clock.</p>	
05	<p>FRINUMA LOCAL GOVERNMENT SEMINAR</p> <p>In view of the fact that the chairman was yet to go through the details of the Frinuma proposal, a meeting with them was shifted to Tuesday, 20th July at 11 o'clock, by which time the chairman would have studied the said proposal.</p>	

06

MATTERS ARISING

- ❖ Funds Development- The SPA (Legal) complained that the lack of functional telephone lines in the office made it difficult for an effective performance of his Funds development functions. The chairman/ED assured that the bills would be paid. In fact N50, 000 has been allocated for settling of the bills.

Ja'afar raised the question of imprest for the running of the office and it was agreed that an imprest of N10, 000 would be ideal.

- ❖ Leave Allowance- On the issue of leave allowance, the ED whilst agreeing that it was overdue, felt that budget for the office had to be ready first. A meeting of the staff would be held to discuss the budget, after which he would then apprise the chairman of the forum of our needs.
- ❖ Relationship with Governors-It was agreed that a better communication channel be opened with the Governors, and especially the chairman. It was agreed that courtesy visits would be paid to states still owing the forum.
- ❖ Staff Morale-The question of salary cut for absenteeism was discussed. Upon the meeting pleading with the chairman/ED to apply a human face to his stand, he agreed that the PA to ED's salary cut be stopped forthwith. His salary from July would once more be paid in full.
- ❖ Meeting of staff to now be more regular, at least fortnightly.

07

CLOSING:

The meeting rose at 4.50 p.m.

Alhaji Aminu Ibrahim
ED/CEO
Chairman

Chijioke Chuku Esq.
SPA (Legal)
Recorder

Distribution List:

- 1 Aminu M. Ibrahim
- 2 Chijioke Chuku Esq.
- 3 Isma'ila Ibn Dawud
- 4 Ibrahim Ja'afar