

## Fair Threads

Present: Samantha Mason

Chief executive  
officer

Alex

Head of information

Rachel

Administration

John

Head of Finance

Mathew

Head of Research

No.

Subject

Minutes

1.

Staff working  
from home

Mathew talked with his team and they would appreciate working from home as they do not call, but write and find it disturbing to work at the office.

2.

Insurance and  
cost of computers

John talks about how the insurance for computers

may be an issue. He states that this matter requires further thought.

3. Employees have personal computers

Alex brings up the point that most employees already have computers, so the expense of them are not required.

4. Some employees cannot only get work from home

Many employees of Rachel's team would also like to work from home. Only letting some employees would create alienation.

5. Next meeting scheduled.

The meeting is scheduled after a fortnight, where John will present a financial statement with Mathew.