

Wolverhampton Advanced Motorists

Registered Charity 1053330 Committee Meeting Minutes

Date: 2nd January 2017.

Time: 19:45

Location: Holiday Inn Gorsebrook Road Wolverhampton WV6 0PE

PresentJonathan Hughes
Paul Williamson (Chair)Tony Robson
Graham FoulkesRoy Richards
Nigel PackerApologiesGeoff Davis
Richard DoddChristine Westwood
David GallagherFoulkes

1 Action Items

<u>Who</u>	<u>Target</u> Date	Action	<u>Status</u>
JH	5.1.2018	Follow up e-mail to be sent to Sean Mullen regarding attendance at the PH & DG Event on 10.1.2018 (4.1)	Closed
CW TR/PW/GF	12.1.2018	Arrangements to be made for Christine to become a signatory on Group bank account. (5.2)	Open
CW	6.2.2018	Christine to investigate and report on the possibility of our moving our account to an actual Branch Address so as to allow funds from internet sales or finance management to be paid direct to the Group Account. (5.4)	Open
TR/RR	6.2.2018	Details for Simon Ward to be passed back to IAM RoadSmart following his Taster Drive with Roy. (6.0)	Open
RR	6.2.2018	Roy to speak with Peter Jordan regarding his IMI LO Qualification Application (6.2)	Open
NP/RR	6.2.2018	Contact to be made by Nigel with Edward Connett and Pam Dawson. (6.6 & 6.7)	Open
TR	6.2.2018	Tony to qualify the current Group Committee Members shown on DTE (6.8)	Open
RR	23.1.2018	Roy to talk further with Stephen Hare regarding his IAM RoadSmart Membership. (7.1)	Open
PW/JH	6.2.2018	Paul to provide "old" versions of the Associate Introduction Video to allow for possible updating and IAM RoadSmart branding. (7.3)	Open
PW/JH	6.2.2018	Dates for all events throughout 2018 to be passed by Paul to Jonathan for inclusion within the Events Diary of the web site. (11.0)	
PW/JH	9.1.2018	Visit to be made to Mercure Goldthorn Hotel to review facilities and planning for the PH and DG Event evening scheduled for 10.1.2018 (11.2)	
PW/NP	10.1.2018	Paul to provide raffle tickets for a raffle to be run on 10.1.2018 at the PH and DG Event. Nigel will provide an appropriate "drum" for use on the evening. (11.3)	Open
All	10.1.2018	Prizes for the raffle are to be made available to Paul for a raffle to be run on 10.1.2018 at the PH and DG Event. (11.3)	Open
PW	10.1.2018	Final plans to be set with Rybrook Wolverhampton Mini with regard to their support for the PH and DG Event on 10.1.2018	Open
JH/NP	10.1.2018	Updated Tri-fold Taster Session Leaflets are to be generated by Jonathan for the PH and DG Event on 10.1.2018. Nigel is to ensure that we have appropriate numbers of IAM RoadSmart ADT Course Leaflets available for the evening. (11.5)	Open
JH	10.1.2018	Jonathan to liaise with IAM RoadSmart in WGC to establish the process associated with the Group offering reduced rate ADT Courses. (11.6)	Open

Paul commenced by welcoming all present to the meeting.

2 Matters Arising

The minutes of 6th December 2017 were agreed as a true record, proposed by Tony Robson and seconded by Paul Williamson.

3 Chairman's Report

Paul wished all at the meeting a Happy New Year and requested that all matters other than discussions regarding the Paddy Hopkirk and David Gallagher Evening be kept to a minimum to ensure adequate coverage for the event on 10th January 2018.

3.1

Though not initiated by the Chair the following was felt relevant to be placed at this point in these Minutes.

A communication had been received by Paul Williamson overtly criticising his control of the Committee and Wolverhampton Advanced Motorists Group. A copy of this communication was not available for review however the basic material content of the communication was discussed and agreed by all present at the meeting to be unfounded and incorrect in all fundamental respects.

In order to ensure that there was no misunderstanding in this matter, or the feelings of the Group Committee, vote of confidence in the Chair was proposed by Nigel Packer and seconded by Tony Robson. A vote was taken and a unanimous vote of confidence in Paul's position as Chair of the Group was received and is noted here.

It was determined that the matters raised within the communication should now be considered to be now resolved in that there was no lack of confidence in Paul's style of control of the Group Committee, development of the Group and/or support for the Group and the Committee. It was additionally agreed that no formal response be sent to the originator of the communication as this would be likely to extend the issue rather than close it.

3.2

Following the Vote of Confidence obtained above Paul now felt that he was positioned to provide appropriate input for the forthcoming Group Newsletter.

Deliberately Left Blank

The Group Scorecard has been received and circulated to Committee Members; principal detail is as follows:

Advanced Course Statistics

Allocations	Group	Region Avg
Last Month	0	1.5
3 month Average	0	2.0
Last 12 months	16	23.7

Enrolments	Group	Average Days	Region Avg	Region Avg Days
Last Month	0	0	1.3	5
3 month Average	1	17	1.8	27
Last 12 months	17	14	21.8	25

Test Ready

Last Month	0	0	0.5	161
3 month Average	1	237	1.0	192
Last 12 months	16	168	15.3	201

Advanced Course Allocated Sales

	Total	Region Avg
Last Month	0	1.3
3 month Avg	0	1.9
Last 12 months	16	23.7

Test Statistics						
	12 months	Region Avg				
First	8	3.3				
Pass	11	11.0				
Fail	0	2.3				
· · · · ·						
% Pass	100	86				

Details continue to reflect really well on Wolverhampton Group especially on the calibre and focus of the Group Observers. It is especially pleasing to note the 100% Pass figure being repeated again in this month's figures.

4.1

David Barley, Michael Brooks and Sean Mullen have agreed to receive their Certificates at the Paddy Hopkirk evening scheduled for 10th January 2018.

At the time of this meeting Sean Mullen had not booked for the Event, Jonathan agreed that he would forward an e-mail chase to provide a prompt.

5 Treasurers' Report

Current account status is as below:

Group Accounts	s Statement
Current Account:	£1,126.17
Social Account:	£162.03
Deposit Account:	£1,552.49
Total:	£2,840.69

It was agreed by all that the Group Accounts remain in good order.

5.1

Paul advised that cheques to value £275 had been issued to the Mercure Goldthorn hotel to cover the hire of the room and the provision of refreshments for the event scheduled for 10th January 2108

It was anticipated that through the sale of tickets for the above event that we would raise around \pounds 180; that through support from the local Mini Dealership we would receive a further \pounds 50 and that through the Tombola to be run on the evening we should recover the balance of the monies so far expended.

5.2

The transfer of the accounts from Graham Foulkes to Christine Westwood is yet to be completed though it is nearing finalization. (There had been delays as a result of the complexity of the on-line documents required by Lloyd's Bank). It was agreed by all that this matter must be resolved as a matter of urgency as the transition had already taken longer than anticipated.

5.3

Christine asked whether it would be acceptable to issue receipts for payments electronically, this was agreed as the majority of Members were now on e-mail. Christine additionally asked whether we would consider the use of Internet Banking for the Group, it was agreed that this should be investigated with the clear caveats that the facility be agreed as being secure.

5.4

Though not discussed at any length Jonathan advised that payment management services available on the internet such as Eventbrite, (that which we used for the sale of tickets for the PH and DG Event), required that the payment account have a full address and not be a PO Box location.

As our current account has such a PO Box address we need to consider changing this once Christine has fully adopted the Treasurers role.

In the meantime, Jonathan agreed that he would provide access to an account for the receipt of the monies received from ticket sales and that on receipt of those monies they would be transferred immediately to the Group Account.

6 Chief Observer Report

A Taster Drive was undertaken with Simon Ward, it was understood following his drive that he was not intending to progress to becoming an IAM RoadSmart Member and as such Tony will pass his details back to IAM RoadSmart.

6.1

It was confirmed that David Gallagher was now a Local Observer and showing as such on DTE

6.2

Peter Jordan has not yet submitted his IMI LO Qualification Registration. As such he cannot act in any manner as an Observer without this form being submitted and recognised. In this Roy is to chat with Peter to establish his status. In this it was understood that there may be secondary issues that need to be taken into account regarding Peter's progress at this time).

6.3

Alan Bates is to take his NO Test on 25th January 2018.

6.4

Roy Richards is to take his NO Re-qualification on 25th January 2018.

6.5

Roy advised that he was willing to attend the Region 4 IAM RoadSmart Meeting to take place on 21st April 2018. Jonathan agreed that he would also attend on behalf of the Group.

6.6

It was noted that as yet no contact had been made with Edward Connett. In this Nigel is to send an e-mail with a view that this matter should be taken up at the next Committee Meeting in February should no positive actions be taken by Edward to move his Associate Status forward.

6.7

It was noted that no further contact had been made with Pam Dawson. In this Nigel is to send an email with a view that this matter should be taken up at the next Committee Meeting in February should no positive actions be taken by Pam to move her Associate Status forward.

6.8

Roy queried the current Committee Member listing as shown on DTE. Tony agreed that he would check the information being shown and ensure any corrections necessary were applied by IAM RoadSmart.

7 Associate Controller's Report

The Observer Associate Status Report maintained by Nigel and Jonathan was circulated reflecting the current actual state of the Associates within the Group.

7.1

Though not at this time either an IAM RoadSmart or a Group Member Stephen Hare is continuing his discussions about his intentions to take his Masters. The Group position in this is that though he has his Riders ADT that was taken some time ago and that he would be best served to do his ADT prior to taking his Masters. In this matter Roy is to have a further discussion with Stephen.

7.2

Paul Williamson has now taken Sandra Ingram as an Observer.

Associate	Observer	Part I	Part II
Deborah Perrens	Alan Bates	Х	
Edward Connett	Peter Jordan		
Francesca Hyett	Christine Westwood	х	х
John Skelding	Mike Leadbeater	х	
Luana Mazzetta	Peter Spillan		
Sandra Ingram	Paul Williamson		х
Sheila Barnfather	Tony Robson	х	х
Pam Dawson			
Stephen Hare		х	

Associate Presentation Attendance

Associates Evening Part II is scheduled for 23rd Jan 2018

7.4

Further to the initial discussions at the June 2017 Committee meeting Jonathan suggested that WAMG generate a short "introduction to Advanced Driving" video. Paul mentioned that he was aware of and had access to various "previous" videos however they were clearly out of date both in terms of content and in terms of image and brand, they may present a format to modify which is a good deal easier than starting from scratch.

It was agreed that such a video would be useful when new Associates sign-up explaining the process of progressing from an Associate to a Full IAM RoadSmart Member.

8 Membership Secretary's Report

Current position of the Group is:

- 64 Full Members
- 10 Associates
- 2 National Observers (Both LOA's)
- 10 Local Observers
- 1 Observers under Instruction

9 Newsletter Editors' Report

The closing date for input for the Spring Newsletter has been extended to 1st February 2018. At the time of this meeting there were still some contributions outstanding. In this also see 3.2 of these Minutes.

10 Web Administrators Report

Jonathan reported that because of the interest being generated in the Paddy Hopkirk and David Gallagher Event Facebook activity has increased. Details shown in Appendix 1 to these Minutes.

10.1

Updates have been posted throughout December on the web site however a positive request was made for photographs and a few words on any activities that are supported by or run for the Group. It is important that the material on the News Page be maintained as fresh and current so feedback from Group Monthly Meetings, Shows &c are important. Such details should be sent to Jonathan for inclusion on the web-site.

11 Publicity and Events Co-ordinator's Report

Following some previous concerns about access to venues for various meetings throughout the course of 2018 it was understood from Paul that we now had continuing free access to room space at The Holiday Inn and at The Friends Meeting House. With this in mind it was agreed that Paul should "book" all future Committee, Observer and Associate Meetings at The Holiday Inn with all Monthly Group Meetings being booked for The Friends Meeting House. Dates are to be provided by Paul for addition to the Events Diary on the web site.

11.1

Jonathan advised that tickets had been made available on Eventbrite for the forthcoming Paddy Hopkirk and David Gallagher Event on 10th January 2018. These tickets had been available for sale from 27th December and were being sold at £3.00 per ticket for Visitors and £2.20 per ticket for WAMG Members. Details of attendees and tickets sold as of the date of this meeting are shown in Appendix 2 to these Minutes.

As a result of additional e-mails being sent by Jonathan a number of other local Groups are now supporting this event.

Other Local Groups Invited

Group

E-Mail Address Used

11.2

It was agreed that Paul and Jonathan should visit the Mercure Goldthorn Hotel as soon as possible to review the facilities and agree the general layout of the facility.

11.3

It was agreed that a raffle would be held on the evening of the PH and DG Event on 10.1.2018. Paul is to manage this. Raffle tickets are to be obtained and Committee Members are requested to provide appropriate "prizes" for the evening. Raffle tickets are to be sold at £1/ticket. Nigel agreed that he could provide an appropriate drum for the prize selection to be made from on the evening.

11.4

Paul to liaise with Rybrook Wolverhampton Mini with regard to their supporting the Paddy Hopkirk and David Gallagher Event on 10.1.2018. It is understood that they will likely provide not only a car but also a capable and knowledgeable Mini "genius" for the evening.

11.5

Taster Trifolds and RoadSmart ADT Leaflets are to be made available for the evening of 10.1.2018. In this Jonathan is to produce a Mini Oriented Taster Trifold.

11.6

It was agreed that we should be positioned to offer a limited number of discounted ADT Courses at the Event. It was seen that we would offer five at £125 rather than the normal £149. Jonathan is to liaise with IAM RoadSmart to ensure that this was acceptable and how the process would work.

11.7

It was understood via Roland Sellors that his friend Chris Nutt, (a professional photographer), was willing to attend the Paddy Hopkirk and David Gallagher Event to photograph and produce prints as required on the evening at cost only. Jonathan to confirm with Roland that this was an offer we would be most happy to accept.

12 Young Driver Ambassador Report.

There was no input from David Gallagher.

13 A.O.B.

There were no matters discussed here.

15 Date of Next Meeting

The next meeting is scheduled for 6th February 2018 at the Holiday Inn, Gorsebrook Road to start at 19:45.

This meeting adjourned at 10.10

Proposed as a true copy of the above meeting:

Seconded as a true copy of the above meeting:

Date:

Facebook Details for December 2017

Overview

Results from Dec 01, 2017 - Dec 28, 2017

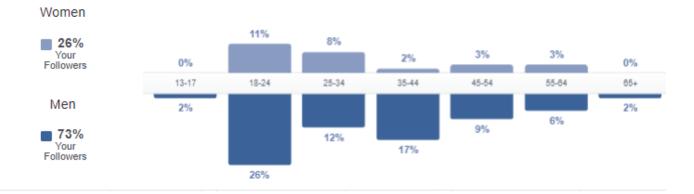
Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

(i)Page Views (i)Page Previews (i) Actions on Page November 30 - December 27 November 30 - December 27 November 30 - December 27 3 35 Total Page Views 🔺 46% Page Previews ▲ 100% We don't have data to show you this week. Page Likes iReach iRecommendations (i)November 30 - December 27 November 30 - December 27 November 30 - December 27 338 1 1 People Reached • 25% We don't have data to show you this We don't have data to show you this week week. iPost Engagements Videos iPage Followers ï November 30 - December 27 November 30 - December 27 November 30 - December 27 190 128 Post Engagement A 102% Total Video Views A 24% We don't have data to show you this week.

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Who Saw Us and Followed Us

The people who follow your Page



Top Posts Through the Month

Published T	Post	Туре	Targeting	Reach	Engagement
12/29/2017 10:36 am	Wolverhampton Advanced Motorists shared Richard Dicky	٠	0	1	0 0
12/29/2017 12:36 am	Wolverhampton Advanced Motorists shared THINK Road	6	0	9	0 0
12/28/2017 2:32 am	Wolverhampton Advanced Motorists shared LADbible's video.		0	16	0 0
12/27/2017 5:06 pm	Wolverhampton Advanced Motorists shared Car Throttle's	8	0	19	0 0
12/27/2017 3:55 pm	Wolverhampton Advanced Motorists shared Steve Edwards's	6	0	20	6 0
12/27/2017 1:48 pm	Wolverhampton Advanced Motorists shared Chris J Carr's		0	21	1 0
12/27/2017 2:30 am	We think this deserves endless shareshow could you		0	25	0 0
12/26/2017 2:08 pm	Wolverhampton Advanced Motorists shared Josh Linney's	-	0	13	1 0
12/25/2017 7:23 pm	Wolverhampton Advanced Motorists shared ABC News's		0	23	0 0
12/25/2017 6:59 pm	Wolverhampton Advanced Motorists shared THINK Road	6	0	14	0 0
12/25/2017 6:45 pm	Wolverhampton Advanced Motorists shared LADbible's video.		0	32	1 0
12/24/2017 10:34 pm	We wish you all a wonderful yuletide. Enjoy the festivities and	6	0	22	0 0
12/24/2017 10:26 pm	Wolverhampton Advanced Motorists shared Nextbase UK's	6	0	23	0 0
12/24/2017 11:20 am	Wolverhampton Advanced Motorists shared THINK Road	6	0	19	0 0
12/23/2017 7:32 pm	Wolverhampton Advanced Motorists shared THINK Road	6	0	20	0 1 🔳

Top Videos Through the Month

Video	Published	Minutes Vie	Video Views
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3:40	 12/25/17 10:45AM 	2	5
1:16	 12/25/17 11:23AM 	2	4
0:22	 12/27/17 5:48AM 	1	3
0:55	 12/27/17 6:32PM 	0	1
0:27	 12/22/17 5:07PM 	0	3
2:53	 12/22/17 7:38PM 	0	0
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Appendix 2

Wednesday, 10 January 2018 from 19:45 to 22:45 Mercure Wolverhampton Goldthorn Hotel - 126 Penn Road - WV3 0ER Wolverhampton - United Kingdom

Mercure worve		n notei - 1	20 Penn Road - WV3 UER Wolverna	inpion - Onited Kingdom
Sumame	First Name	Qty	Ticket Type	Payment Status
Bailey	Paul	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711053430
Bailey	Paul	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711053430
Barley	David	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711037047
Barnfather	Sheila	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711270560
Basketfield	Sally	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711395434
Bates	Alan	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711055417
Brookes	Cl	2	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711039747
Brookes	Cl	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711039747
brooks	michael	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711143368
Elliott	Brian	3	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711142085
Foulkes	Graham	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711585104
Foulkes	Graham	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711585104
Hill	Malcolm	2	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-710914155
Hill	Malcolm	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-710914155
Hughes	Jonathan	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-710879248
Hughes	Dr. Jonathan	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-711413921
Korzonek	David	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711130492
Leadbeater	Mike	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-711046971
Leadbeater	Mike	3	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-711046971
Lowe	David	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-710938131
Lowe	David	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-710938131
McDowell	Leslie	10	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-711345682
McDowell	Leslie	5	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-711346406
Morris	Lee	2	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535387402-711047285
Ottewell	Grahame	4	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711047124
Packer	Nigel	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711066629
			Page 1	
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An Evening with Paddy Hopkirk and David Gallagher - IAM RoadSmart

Sumame	First Name	Qty	Ticket Type	Payment Status
Powell	Trevor	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-710924210
Richards	Roy	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-710921196
Roberts	Alan	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711328151
Robson	Anthony	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711058229
Sellors	Roland	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711371780
Sellors	Roland	10	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711367461
Sills	Peter	2	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711038496
Skelding	John	1	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-710938381
Skelding	John	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-710938381
Wakelam	Mark	4	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711062469
Westwood	Christine	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711564622
Wheeler	Derek	2	Visitor - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711100422
Wheeler	Derek	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711100422
Williamson	Paul	1	WAMG Member - IAM RoadSmart Evening with Paddy Hopkirk and David Gallagher	Eventbrite Completed Order 41535367402-711042990