

ST CHADS COMMUNICATION CENTRE TRUST AGM MINUTES MONDAY 16TH SEPTEMBER 2019 AT 4.30PM

PRESENT: IN ATTENDANCE:	Ali Painter (Chair), Ann-Elise Miles, Elaine Fox, Roger Loveless, Tups Wright, Tere Lawson Nicky Mayne (General Manager), Anne Teremoana (Secretary), Donna Ross, Kathryn Potts, Jebraun Clifford, Rosemary Viskovic (Rotorua Lakes Council), Jo-Anne La Grouw (Rotorua Energy Charitable Trust), Jackie McCullough (Rotorua Energy Charitable Trust), Leonie Kibblewhite (Parent), Gertie Carroll (Parent), Allan Carroll (Client), Gary Smith (Parent), Rose Smith (Parent).
APOLOGIES:	Tess Thorne (Deputy Chair) Ann-Elise Miles Mairwen Lad-Sandford (SEA BOP) Judy O’Sullivan Paul Wright Moved T Lawson/E Fox “That the apologies be accepted.” CARRIED.
CONFLICT OF INTEREST DECLARATION: None	
MINUTES FROM LAST MEETING	Moved R Loveless/T Wright “That the minutes of the meeting held on Monday, 17 th September 2018 be approved as true and correct.” CARRIED.
MATTERS ARISING	We have been successful in obtaining new board members. We now have a seven Board membership and each member on our board has a different skill set. Any other matters arising? No.
ANNUAL REPORTS	Annual Report for the year ended 31 March 2019. The Annual report was presented in a very readable format with the graphics giving a clear picture of the past year at St Chads Nicky explained that there was wash up money from MSD – result of pay equity throughout the year that was confirmed at the 11 th hour. BDO (our accountants) were very helpful in putting it together in a hurry. Everyone was given a few minutes to peruse the annual report which included the Board Chairperson, General Manager and Financial Reports. Adopted and seconded Board/Chairperson: A Painter/R Loveless General Manager: A Painter/R Loveless Financial Report: A Painter/R Loveless

GENERAL BUSINESS	
G.SMITH ASKED THE BOARD A RANGE OF QUESTIONS	<p>G Smith would like a full set of accounts. The GM advised that full copies were available as noted in the Report He also had several queries around other points, all of which were answered by the Board Chair and GM He asked “As the trustees, who are the beneficiaries”? Answered by Chair “the clients of St Chads’ are the beneficiaries. Gary noted he was unable to locate the Trust Deed. It was noted by the Chair that this is on the Charities website. It was further noted by the Board Chairperson that the Charitable Trust requirements are in the process of being changed. While the Deed is in need of updating, it had been decided by the Board to await this new legislation prior to updating the Deed to ensure we meet the requirements of new legislation. G Smith queried the distinction between operations and governance to which the reply was given that the Board ensures that we have the finances and structures in place in place to ensure St Chads has the wherewithal to operate including staff development and support. The Board is here to support our General Manager Nicky in the job that she is doing on a daily basis. The Board does not tell Nicky how to do her job or run the Centre, but provides her with support. All funding applications are done by Jebraun and June and we have a good success rate. The Board ensures transparency and financial stability – for the year 2018 – 2019 we have 8% more for contract services. Organisational sustainability – plan is in place. We have different contracts and we are expanding the service we are providing. We have a strategic plan in place making incremental changes. St Chads is responding to the threats and opportunities with systems transformations. Financial Sustainability is a key priority for the Board</p> <p>G.Smith would like us to engage with parents and keep them informed. Looking for assurance that St Chads is running well.</p> <p>The meeting was reminded that there is a newsletter that has information on what is happening at St Chads. also facebook, and the “Conversations with St Chads” events</p> <p>Nicky as GM has a standing offer of a copy of the strategic plan and we have copies of all minutes that are open for everyone to read. That would show you our progress.</p> <p>Donna our second in charge, co-ordinates all the programmes and is also very happy to answer queries.</p> <p>G.Smith apologised for sounding offensive when asking his questions to the Board.</p> <p>The Board stated that parents can come forward if they would like have a conversation at any time.</p> <p>Tere stated that he is also on the Board for Kea Street. Tere as a parent is always looking for the best services for his daughter that is a client at St Chads as well as all the other clients.</p> <p>The Chair advised that there were a number of points made by Gary she would follow up with and reiterated that communication channels are open to engage with the Board at any time</p>
DONNA ROSS	<p>Where do our clients go from here?</p> <p>Mana enhancing – Nathan has learnt a lot. Enabling good lives.</p>

	<p>Felicity has had a huge transformation and with wood burning. She has a wall to herself at the Art exhibition which starts tomorrow.</p> <p>Every one of our clients have a personal plan that considers what a good life looks like for them and takes into account their vulnerabilities,</p>
ALI PAINTER	<p>Our Chair Ali would like to acknowledge Nicky, our senior staff Kathryn, Donna who masterminds the programmes and Jebraun, as well as all our staff. They have a purposefulness and positivity towards our clients.</p> <p>We have been given opportunities, money comes in when least expected.</p>
MEETING CLOSED AT 5.16PM	<p>Sign: <i>A. P. Painter</i></p>