

**Cerebral Palsy Society of NZ Inc  
Minutes of the Executive Board Meeting**



**Wednesday, 6pm, 8<sup>th</sup> November 2007**

**CCS Building, 14 Erson Ave, Royal Oak, Akl**

---

**PRESENT:**

Karl Sangster (President), Peter Fergusson (Vice President- Chair)), Peter Atkinson (Secretary/Treasurer), Paul Munckhof, Todd Fernie, Daniel Aldersley, Tracy Wadsworth, Glenis Lobb and Harvey Brunt (GM). John Wade was an invited guest.

**APOLOGIES:**

Immanuel Koks - overseas

**MINUTES:**

The minutes of the meeting of 3/10/07 were adjudged a true and accurate record of that meeting. Moved: Peter Fergusson/Paul Munckhof: carried. Minutes signed off by Peter Fergusson.

**MATTERS ARISING:**

Harvey Brunt commented on the correspondence with our Wellington benefactor and the change in decision regarding the special equipment grant. They were delighted that A..... M..... could get his hippocampe chair. The Society assisted with payment differential left from other grants that had been approved. Peter Fergusson explained the history of the Special Equipment Grant to the new Board members.

**INTRODUCTION FOR NEW MEMBERS**

Karl Sangster asked each attendee to give a brief talk about themselves for the benefit of the others. All attendees participated and a better understanding was derived from this exercise.

Harvey Brunt then gave a presentation on the existing structure and issues that needed to be addressed by the Board over the coming months. In summary, the major issues were:

- Moving from the Interim Board presently on Focus 2000 Ltd to a permanent board. Two people had been approached and have agreed in principle to being on the Board, namely Bruce Gollop and Diane Kidd.
- The completion of the formulation of the Grants Policy, appointment of the Grants Committee and its responsibilities.
- Appointment of Directors to the Cerebral Palsy Society Trustee Services Ltd.

John Wade gave a presentation on Focus 2000 and its many operations. A new structure was presented that implemented a layer of management that would better service the business from the currently centrally controlled one. Focus 2000 is the biggest service provider for physical disabilities in NZ. Discussion on budget planning, growth, and dividends were discussed as well as CPSNZ representation on Focus 2000 Board.

A general discussion on membership, population of people with cerebral palsy and regionalisation of the Society was also covered. Also covered was the need for a financial planning cycle that would clearly define expectations and provide a basis for strategy review, budgeting and budget review.

**GENERAL MANAGER's REPORT**

Report tabled.

Request for extension of getOutThere to Christchurch

Moved that report be accepted: Karl Sangster/Peter Atkinson .... Carried.

**MEMBERSHIP**

Discussion on applicants who did not have CP was raised by Daniel Aldersley. A general discussion on the basis of joining and who could join followed. The increase in membership applicants was put down mainly to the effectiveness of the getOutThere project :

The following applications for membership were put before the board.

Eirn Gough & Family – Christchurch  
Margaret & Roland Dumble- Papamoa  
Kerri Bonner – Christchurch  
Greig Jackson – Christchurch  
Matt Whiting – Christchurch  
Dave Ching- Christchurch  
Richard Thompson -Auckland  
Michael Green - Auckland  
Hamish Cleary- Rangiora

Kim Sutherland - North Shore  
 Barry & Cathy Te Hira - Auckland  
 Tom Simeon - Auckland  
 Fadee Shafeek - Auckland  
 Maureen McDonald - Auckland  
 Heydon Bailey - Auckland  
 Hine-Mei Musgrave & Family- Waitakere City  
 John & Judy Dick & Family– Dunedin  
 Rob Hutchins- Auckland  
 Mark Grantham - Auckland  
 Julieanne Preston – Auckland  
 Lynette Hawke – Auckland  
 Donna Barry – Auckland  
 Yung Sung Chen – Auckland  
 Irene & Bob Locke – Auckland  
 Maria Williamson -Northshore  
 Julayne Wedgewood -Northshore  
 Alice& Natasha Northcott- Auckland  
 Keegan Lewis & Family-Whangaparoa  
 It was moved that the above applicants be accepted for membership : Karl Sangster/Paul Munckhof  
 .....carried

**GRANTS**

C..... G.....: Request for a bath to be installed in their house. MOH will not help as previous mods already done. C..... is really helped by a sage bath prior to school. Tracy Wadsworth spoke to grant and supplied more details of situation. Discussion occurred as to ownership of house. Was agreed that providing owner was in agreement with installation then grant should be approved (\$3400).  
 K..... L.....: Re-instituting (\$5000) of their property after modifications (funded by ministry) are finished. Board decided that direct help for person with CP was very limited and modifications were cosmetic to keep value and aesthetics of property. Grant decided to be declined.  
 Parafed Canterbury: \$4200 for assistance with their boccia program. Peter Fergusson suggested that any grant should be via national body. Peter Atkinson spoke of BoNZ's strategic plan and how that would also be assisting ground roots boccia at club level. It was agreed that the Society should deal with the national body and so decided to decline this application.  
 The decisions above were moved for approval: Karl Sangster/Paul Munckhof.... carried.

**OTHER BUSINESS**

Second Thursday of Month was decided as the regular meeting date for the Board Meetings. Next meeting is the dinner at the Observatory on the 6<sup>th</sup> December. Depending on incoming business will determine whether board meets on the 13<sup>th</sup> Dec.  
 Peter Atkinson suggested we hold a meeting of the two boards to outline relationships and make decisions on outstanding issues. Meeting was agreed to be the 2<sup>nd</sup> December in the morning, last approx 3 hours. A facilitator was suggested in order to help the process. It was agreed that Lesley Ferkins be approached to be the facilitator.  
 Harvey Brunt made suggestion that expenses be paid by the Society to the Board members. After discussion it was agreed that the General Manager use his common sense to reimburse expenses.  
 Todd Fernie passed to Harvey Brunt a letter from Allyson Hamblett regarding an event in the future.

The meeting closed at approx 8:40pm

Approval of minutes by Board

\_\_\_\_\_

Karl Sangster-President

\_\_\_\_\_

Date