

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



**Thursday, 6pm, 9th April 2009
Yarnton House, 14 Erson Ave, Royal Oak**

PRESENT:

Karl Sangster, Daniel Aldersley, Paul Munckhof (Michael Northcott-interpreter), Amy Hogan (via video Skype), Rosaline Fuatai, Tracy Wadsworth, Todd Fernie, and Harvey Brunt

APOLOGIES:

Immanuel Koks, Dave Thomas

MINUTES:

The minutes of the meeting of the 12/3/2009, as tabled were adjudged to be a true and accurate record.
Moved: Harvey Brunt/Daniel Aldersley.... carried
The minutes of the meeting on the 22/3/2009 were tabled. They were adjudged a true and accurate record.
Moved: Harvey Brunt/Tracy Wadsworth.... carried

MATTERS ARISING:

Harvey relayed his meeting with John Wade regarding CE and how the Society would be funding the short fall. This process was well received by Focus. Harvey is still to complete a letter of understanding around this matter.

GENERAL MANAGER'S REPORT

The General Managers report was tabled. Harvey spoke to it. Of special mention was the accounts, and the updating of them to take into account CPS A and B funds. The accounts as presented now have these funds updated and reflect their true value and income generated.
We are awaiting a proposal from Diversityworks (coming out of the cancellation of Momentum 09).
It was moved that the report be accepted: Daniel Aldersley/Todd Fernie.... carried

MEMBERSHIP

The following applicants were put before the Board for membership:

Shontell Castle (AKL)	Declan Cooper & Family (NLD)
Angela Griffin (Oamaru)	Tara Hamilton-Lewis (CHC)
Aileen Hill (WHG)	Charli Owen & Family (Otago)
Finn Payne & Family (CHC)	Oliver Smith & Family (Cant)
Shirley Ward (Nelson)	Matthew Collett & Family (Akl)
Ben Findlay & Family (Napier)	Narsha Slater (Akl)
Rhyshah Jannif (Akl)	Hayden Wright(CHC)

Following a discussion about the applicants it was moved that the above applicants be accepted: Karl Sangster/ Paul Munckhof... carried

FINANCIAL REPORT

The accounts were tabled. Harvey talked to the accounts. The figure regarding impairment to investment was noted.
Consolidation of group accounts was discussed for the next audit cycle. It was suggested that Campbell Accounting Services do the consolidation process.
The updating of the CPS A and B fund have resulted in an unrealised loss in asset value of \$106k. Karl requested that the page on our assets be circulated to the Board. This will be done in the future.
The accounting costs (one off) for the updating of CPS A and B was \$5.8k.
Harvey also mentioned that CPEF accounts have been updated to end of December.
It was moved that the Society's accounts be accepted. Karl Sangster/Daniel Aldersley... carried

OTHER BUSINESS

Focus Feedback

Karl spoke to this. It was relayed that the direction defined on the 22/3/2009 by the Society was well received by the Focus Board. The Focus Board agreed that a more thorough business case for 11 Coyle was needed and this would be attended to. (NB: No business case re purchase of 11 Coyle St had been received at time of this meeting)
Karl introduced the requirement for another person to be appointed to the Focus Board from the Society to start the transition process previously discussed. Karl had approached Todd, who expressed his willingness to join the Focus 2000 Ltd Board as Paul Munckhof's eventual replacement. A short discussion ensued.
It was moved " **that Todd Fernie be approved as a Director of Focus 2000 Ltd, effective from the 9th April 2009**" Karl Sangster/Daniel Aldersley..... carried.
Karl also relayed that the Focus Board would be looking to revisit their constitution to make it more in keeping with the direction that the Society's Board had indicated.

Draft CPS Constitution and CPEF Constitution

Karl relayed details of the meeting that Peter Atkinson and Daniel Aldersley had had on the 17/03/09. The modifications/additions made to the draft constitution (prepared in 2006 by Hesketh Henry) made at their meeting would be circulated to the Board by Karl for discussion at the Board meeting in May.

Harvey spoke to the CPEF Constitution and that within it there is no mention of the Cerebral Palsy Society at all, which means that the CPEF could be quite independent of the Society. (Which was it's original intention when formed by the previous directors of Focus 2000). It was agreed that Harvey would get draft alterations made to make the Society the only beneficiary. The alterations would be considered at the next meeting of the Society's Board.

the Society would not contribute toward this grant application.

Governance Seminar

Harvey invited Board members to attend a seminar on Governance being run by SeaStarr Management Solutions. It is being run on the 22nd May at the DRC in Erson Ave from 9am-1pm. The cost of \$120 per person is to be paid by the Society. Tracy Wadsworth, Todd Fernie, Paul Munckhof wish to attend. Harvey is to advise all the Board on when a final date for confirmation is required.

Rugby World Cup

Tracy suggested we use our contacts with the All Blacks to become involved and thus improve our profile. A discussion followed. Harvey is to approach David Ching to get his thoughts on such a possibility.

There being no further business, the meeting concluded at 7:30pm

Next meeting is at 6pm, 14th May 2009 at Yarnton House, Erson Ave, Royal Oak

Approval of minutes by Board

Karl Sangster-President

Date