

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



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

PRESENT:

Karl Sangster, Daniel Aldersley, Paul Munckhof (Michael Northcott-interpreter), Amy Hogan, Immanuel Koks (via video Skype), Tracy Wadsworth, Dave Thomas and Harvey Brunt

APOLOGIES:

Rosaline Fuatai, Todd Fernie

MINUTES:

The minutes of the meeting of the 9/4/2009, as tabled were adjudged to be a true and accurate record.
Moved: Karl Sangster/Daniel Aldersley.... carried

MATTERS ARISING:

Harvey spoke to item on Rugby World Cup. David Ching had been contacted. He had advised that we would have to approach the RWC Organisers, which effectively meant Martin Snedden. Harvey will make approach.

Daniel enquired as to whether a memorandum of understanding between Focus and the Society regarding CE had been done. Not as yet, still to be achieved.

GENERAL MANAGER'S REPORT

The General Manager's report was tabled. Harvey spoke to it and indicated alterations that had occurred since the draft report had been sent out earlier.

Discussion occurred around the new Tricycle programme and the Night at the Trots.

It was moved that the report be accepted: Karl Sangster/Dave Thomas.... carried

MEMBERSHIP

The following 18 applicants were put before the Board for membership:

Luhama Niu (AKL)	Kate Hedges(AKL)
Michelle-Lee Onekawa (AKL)	Bayarchimeg Naayu Family(AKL)
Marlo Schorr-Kon Family(AKL)	Lisa Ann Ferris (Masterton)
Brynn McGrail Family(CHC)	Megan Felton(AKL)
Annette Hocking Family (AKL)	Peter Royle(AKL)
David Jacobs Family(AKL)	Anthony Meikle(Oamaru)
Jane Hickman(L Hutt)	Richard Beale (Oamaru)
Harvey George Family(AKL)	Andrew Shea Family(AKL)
Claire Davies(AKL)	Peko Taita Family(AKL)

Following a discussion, it was moved that the above applicants be accepted: Daniel Aldersley/Karl Sangster... carried

Karl requested that we modify the Membership Application Form so as to get an indication of how people heard about us. Harvey to action.

FINANCIAL REPORT

The April financial figures were tabled. Discussion occurred around the \$XXk transfer from Focus to the Society (originating from Hanover Finance). Note was made of the rise in share prices from the previous month which reduced the impairment of investments.

Re statement of financial position, 'Investments available for Sale' was the CPS B portfolio, and the 'Investments held to maturity' was the CPS A fund. Harvey to verify this with accountant.

It was moved that the financial report be accepted: Karl Sangster/Daniel Aldersley.... carried

OTHER BUSINESS

Draft CPS Constitution

The modified constitution had been pre circulated to the Board. Items had been modified and marked in yellow. Discussion occurred around the voting status of the General Manager. Also discussed was the Associate Members clauses, membership year, subscription dates and the objects of the Society.

All Board members are to review and circulate their comments to other members in anticipation of further discussions at the next Board Meeting.

Cerebral Palsy Endowment Foundation (CPEF) Constitution

Harvey spoke to his action item in the previous minutes (of making the Society the sole beneficiary of the CPEF). He had sought the opinion of Kevin Ogles of Kevin Ogles Law regarding modifications as well as what would be involved in winding up. Kevin gave a quote for doing both. A discussion with the Society's accountants had indicated that costs of accounting, auditing, tracking of funds, interfacing with Companies Office, IRD and Charities Commission would be significantly reduced if CPEF was wound up and funds transferred to the CP Society.

After discussion, the following motion was tabled:

“That the Board of the Cerebral Palsy Society instruct the directors of the Cerebral Palsy Society Trustee Service Limited to commence winding up the Cerebral Palsy Endowment Foundation”

Daniel Aldersley/Dave Thomas.... carried

Action: Harvey to write a letter to the CP Society Trustee Services Ltd informing them of motion.

11 Coyle St Purchase

Karl spoke to the revised business case that had been tabled (It had been pre-circulated to Board members)

It was enquired as to what lease arrangement was presently in place for 13 Coyle St. No lease agreement was in place; however one needed to be organised. Harvey to action.

Where the money would come from to pay for it was discussed as well as how the balance of our investments would be altered. Also discussed was why some sections of the business couldn't move out in the near term to free up space, as this will eventually happen as alluded to in the business case. The option of whether the present owners of 11 Coyle St would lease directly to Focus was briefly discussed. Karl intimated that should the Society decide not to Purchase 11 Coyle St, there was the possibility that Focus may purchase it directly.

After significant discussion the following motion was tabled:

“That the Board accept the business plan put forward for the purchase of 11 Coyle St and it will engage John Wade to negotiate on behalf of the Society in purchasing 11 Coyle St” Karl

Sangster/Tracy Wadsworth.....For:3, Against:4, Abstentions:1. Motion was not carried.

Harvey requested that his abstention be noted in the record.

Draft Budget

The draft budget had not been circulated prior to the meeting. Harvey explained this by stating that a number of decisions that were to be made at this meeting could heavily affect the budget.

The draft budget was shown to the Board on a data projector and various facets explained. A revised draft budget taking into account decisions made at this meeting would be circulated so that it could be reviewed at the Board meeting in June.

Creative Momentum

Philip Patston's revised proposal for supporting a Creative Momentum Event in Nov 2009 was discussed. It was moved:

‘That our original support for the cancelled Momentum 09 in Feb 2009 (\$XXXX) would be extended for the Creative Momentum Event in November 2009’ Karl Sangster/Daniel Aldersley.... carried

Prof Sue Stott Meeting

AusACDPM in March 2010

Prof Sue Stott's letter had been pre circulated to the Board. It was discussed in general. There was interest in bring out a speaker on stem cell/core blood research. The Board would want to have the ability of people from Auckland to also hear such a speaker, so would wish them to attend Auckland for a presentation. In general there was support for a speaker, conditional on an Auckland visit.

Research Project Ideas/Costings

Harvey described the research ideas that he had discussed with Sue. It involved a longitudinal study of people with CP in NZ, categorized into the five GMFCS categories. This would cover the life span with the idea of back-engineering people's lives in a series of interviews and then following their lives yearly from then on. Sue had presented an idea of how such a project could be managed and a broad idea of costings. Other suggestions were also made by Sue.

Talklink Grant Revisited

Harvey informed the Board that he had given broad agreement to Talklink that we would support their camp to around \$XXX. Harvey suggested that we should structure such a grant so that it would give money only to those who were members with CP, so as to encourage those who were not, to join the Society. The Board was in agreement with this and left it to Harvey to organise the detail.

There being no further business, the meeting concluded at 7:50pm

Next meeting is at 6pm, 11th June 2009 at Yarnton House, Erson Ave, Royal Oak

Approval of minutes by Board

Karl Sangster-President

Date