

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



Thursday, 6pm, 11th September 2008
CCS Building, 14 Erson Ave, Royal Oak, Auckland

PRESENT:

Karl Sangster, Peter Atkinson, Glenis Lobb, Todd Fernie, Paul Munckhof (Michael Northcott-interpreter), Daniel Aldersley and Harvey Brunt

APOLOGIES:

Peter Fergusson, Tracy Wadsworth, Immanuel Koks.

MINUTES:

The minutes of the meeting of 14/8/2008, as tabled were adjudged to be a true and accurate record.

Moved: Harvey Brunt/Daniel Aldersley: carried. Minutes signed off by Karl Sangster.

MATTERS ARISING:

Peter Atkinson queried issue of Focus seeking grant for \$XXk for hoist for vehicle. It was explained that we had agreed that Focus could make a grant application.

Re Puhinui Rd sale. Harvey explained how Agents in Mangere Bridge had been approached. Had seen one house which had good one level, but modifications to get wheel chair access and corridors suggested that we would have to build from scratch.

GENERAL MANAGER'S REPORT

Margaret Thomson letter of thanks tabled.

Letter and REVIEW sent to members who had not renewed their membership, advising that this would be the last correspondence from the Society unless we received their renewal and subscription.

Update given of Trikes. \$10/mth lease agreed in principal. Agreed that it should come into an account of the Society's, suggested that another account be opened for this purpose. Peter A. queried whether the trikes would be expensed or kept as a fixed asset. Money was coming from \$100k which was from Israeli Spy fund and would be considered as a grant and expensed. Records of tracking to be kept by Focus/CE/Haverkort.

Todd queried rethink of getThis&That and its change to a voucher system. Harvey explained that this had been brought about as time requirements to explain to people and getting people's suppliers on board would consume the organisation. Hence a vouchers system with limited suppliers to start with and only for items. Services may follow as we get some experience of it.

It was explained that getaBreak programme was not being advertised, but people would be identified as being candidates and asked to apply.

Moved that report be accepted: Karl Sangster/Paul Munckhof... carried

MEMBERSHIP

The following applications (32) for membership were put before the board:

Janette Reid & Family(AKL)	Benjamin Wilmshurst & Family (NPL)	Desmond Barnes Family(AKL)
Jonas Heath (WHG)	Nick Stringfield Family(AKL)	Sacha Laugesen Family(WGI)
Sharee Collins Family(CHC)	Heather Simons (WGI)	Michael Casey(TGA)
Grace Lee Family(AKL)	Dale Burdett(AKL)	Mark Neilson(WHG)
Chelsea Thomas & Family(AKL)	Irene Andrell & Family(CHC)	Anthony Voss(WGN)
John Lucas & Family(AKL)	Brian Congdon(CHC)	Jennifer Congdon(CHC)
Brin Edwards & Family(WGN)	Wati Mason (ROT)	Robert Watson(AKL)
Bradley Mark(AKL)	Dylan Naqova Family(CHC)	Francis Thompson(AKL)
Jim Brown(LVN)	Mathew Croad & Family (PLM)	May Appleton(CHC)
Jenny Wilkes & Family(CHC)	Marise Cleaver & Family(AKL)	Kristy Munro(AKL)
Neveah Thomson & Family(AKL)	Julianna Ikamote & Family(AKL)	

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

FINANCIAL REPORT

Accounts were tabled.

Wages looked high but there were 3 pay periods within the month which distorted the figures.

Admin fees: Auditors fees were expected but not received. An extra \$7k bill has been received from O'Halloran for bringing previous accounts up to IFRS standards. This had not been budgeted but will see in Sept figures.

Daniel queried whether we had budgeted for rates. Rates had been covered under Repair and Maintenance.

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

OTHER BUSINESS

Trike Update.

Covered in General Manager's report.

Momentum 09

Harvey relayed his meeting with Phil Patston and the Arts and Cultural Conference Exhibition taking place at AUT in February 2009. Phil had suggested that the Society be a sponsor.

Todd spoke of similar event 3 years ago and how it would be a good event to be associated with.

It was moved 'That the Society commit to a \$Xk sponsorship as an initial commitment' Karl Sangster/Harvey Brunt... carried. Harvey to liaise with Phil Patston.

Research

Harvey reported back on his lunch with Prof Sue Stott. Her letter had been circulated to the Board prior to the meeting.

The request for the person who was being recruited for the CP Register to be sponsored to the Australian conference in Feb 09 was discussed. It was discussed whether such requests should go to the grants committee or be approved by the Board. It was generally agreed that things of strategic importance that was of benefit to the Society as opposed to individuals or organisations should be decided by the Board. Todd asked what the benefit of this was. Glenis explained the benefits for the register and research. Glenis suggested we should get the Neurological foundation to come and talk to us re sponsor a chair at the university as this would keep people of expertise around. It was further suggested that we get Sue Stott in to discuss her ideas on research and sponsoring a chair. It was agreed that Harvey should invite Sue to our board meeting in November to share her ideas. After presentation by Sue we then look to invite the Neurological foundation along to hear of their experience and what they see as the benefits. It was moved that "we approve in principle the sponsoring of a person to the CP Conference in Australia in Feb 09" Paul Munckhof/Glenis Lobb.. carried

CP Awareness Update

Harvey relayed how Neil Young was coming out to NZ, but alas, not under our auspices. He is feature act for the Big Day Out. We have contacted his agent, although not spoken directly with Elliot Roberts. They will get back to us although Harvey felt likelihood slim. Will keep trying however to establish some benefit from his visit but until some direct communication is established with the agent then things are in parked mode.

Karl brought up request from Focus to help assist with play/awareness events. Harvey relayed that this had been discussed and John Wade was going to come back with an outline and a proposal. The Board agreed in principle to giving the Society's support.

Nominations/Resolutions

To date no resolutions have been received. Two nominations have been received, one from an accountant and one from a lawyer. Harvey pointed out that there were likely to be more nominations coming in as people had expressed this in phone calls.

Paul Munckhof has to re-stand, Daniel has agreed to stand for VP. Therefore there were 4 people newly elected in 07/08 and two would have to re-stand for the 08/09 year.

It was moved " that the four names be put into the hat and two names drawn, the names drawn to stand for re-election at the coming AGM" Paul Munckhof/Karl Sangster... carried

The names of Immanuel Koks, Tracy Wadsworth, Glenis Lobb and Todd Fernie were put in the hat. Glenis and Todd's names were drawn, they will stand for election. Tracy and Immanuel will complete their two year term. Nomination forms were submitted by Glenis, Todd, Daniel, Karl and Paul.

Regional Structure

Harvey briefed the Board that with strong membership growth occurring through out NZ there was a need to address how members could have input into the Society and feel that the interests of their region were considered. It was agreed that an article be put in next REVIEW giving some suggestions and requesting feedback from the members.

Focus Update

Two issues were discussed by Karl.

Advertising for Focus Directors has resulted in 19 expressions of interest, of which 6 people will be interviewed.

An invitation has been sent to all shadow ministers to visit Coyle St.

Todd queried research on CE that had been suggested by John Wade.

Sumner St has been visited, it is presently tenanted. Pro-activeness of selling it has drop in priority.

Audit Feedback.

Has gone well, insurance certificates to be shown.

ASB

We can now do internet banking via the ASB. Kiwibank to be phased out. Karl signed off ASB papers.

DSS Feedback

A form had been circulated prior to the meeting that requested feedback from the Society on how members/Board saw the performance of the MoH Disability directorate. Daniel had not received it.

Harvey to re-send to the Board for their input.

Constitution

Peter Atkinson brought up how the constitutional changes that were proposed in the past should be revisited. It was agreed that a team be formed to relook at this and bring recommendation back to the Board. It was moved "that Karl Sangster, Peter Atkinson and Daniel Aldersley be on a review committee for the constitution and to report back to the next meeting" Harvey Brunt/Paul Munckhof... carried

General Managers Review

Harvey Brunt and Michael Northcott left the meeting whilst this matter was discussed. After discussion a package was agreed to that was to be presented to Harvey Brunt. Karl Sangster to action

Meeting concluded at 8:10pm. Next meeting is at 6pm, 9th Oct 2008 at CCS, Erson Ave.

Approval of minutes by Board

Karl Sangster-President

Date