

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



**Thursday, 6pm, 11th December 2008
Bowman's Restaurant, Mt Eden**

PRESENT:

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

APOLOGIES:

Dave Thomas

MINUTES:

The minutes of the meeting of the 13/11/2008, as tabled were adjudged to be a true and accurate record.
Moved: Harvey Brunt/Daniel Aldersley.... carried

MATTERS ARISING:

Karl advised that progress on reviewing the constitution was slow but hoped to have something to report at the February meeting.

Karl advised that IHC had put together a guide to assist parents. This would be very helpful as a template for a similar project for the Society. Harvey is to source a copy and review its relevance to our member's needs.

GENERAL MANAGER'S REPORT

Harvey tabled the General Manager's Report and spoke to it.

Harvey relayed the events regarding the merger of the titles for 13 and 15 Coyle St. From this it was agreed that for general legal work we would use Kevin Ogles and Associates. The two titles had been merged in October 2008. Who did the work is still a mystery, Harvey to make some enquiries.

The orientation session for new board members was appreciated and should be repeated when new Board members join.

The possibility of expanding the mail list for the REVIEW should be revisited so as to cover our market place more.

It was moved that the report be accepted: Karl Sangster/Todd Fernie ... carried

MEMBERSHIP

The following applications (15) for membership were put before the board:

Muliaga Partanyou (AKL)	Natasha McGuire (AKL)
Neale Batchler & Family(WHG)	Catherine Yates & Family (NLD)
Debra Hasler (AKL)	Monica Morgan (Whakatane)
Carl Naumann(NPL)	Rosemary Belcher(TGA)
Cassandra Keith Family (CHC)	Riley Westbury (INV)
Galoriella Knott & Family(AKL)	Brian Hewer (NEL)
Geena Hill & Family (AKL)	Cory Osborn & Family (AKL)
Olivia Ralph (CHC)	

Following a discussion about the applicants it was moved that the above applicants be accepted:

Karl/Daniel Aldersley... carried

FINANCIAL REPORT

Monthly accounts versus budget were tabled. Harvey spoke to them.

Grant figure was from DRC grant to assist with Brochure creation.

Daniel asked about the high accountancy fees. These had come about from the large job of preparing the consolidated accounts as well as the Endowment Foundation. This should be a once-off and costings for next year will be less. General accountancy costs will increase with Campbell Forbes as volume of accounting work is increasing.

It was moved that the Financial Report be accepted: Harvey Brunt/Daniel Aldersley... carried

OTHER BUSINESS

Merging of Titles of 13 & 15 Coyle St

This has occurred as mentioned above. A copy of the documents was given to Focus for sign-off on alterations. Hesketh Henry's bill of over \$XXX was viewed with dismay.

Strategy Meeting Date

The original date of the 28th February has been rescheduled to Saturday the 7th March 2009.

Trikes Funding Increase

Funding had been originally approved for 10 trikes. Conductive Education would like to keep 3 trikes of differing size at Coyle St for demo and fitting purposes. Two extra trikes are required to satisfy the present demand.

It was moved " That funding for the trikes be increased to cover 5 extra trikes, approximately another \$XXk"
Harvey Brunt/Paul Munckhof ... carried

Mobility Dogs Grant Application

The grant application had been scanned and sent out to the Board prior to the meeting.

General discussion occurred. How many people with CP were on the waiting list was queried, the answer was unknown. Society's exposure if more than the two dogs were supplied was discussed. The discussion on guaranteeing delivery was discussed. There was discussion as to whether people with CP would be

able to get preference in the matching process. It was suggested that Mobility Dogs Trust be invited to the next Board meeting to answer queries and explain the process.

It was moved that“ **at this stage, we provisionally support the granting of \$XXk per year for the first two years, reviewed after the first 12 months. If there is a need for more people with CP to be placed with dogs we can review that. We are not tagging funds necessarily but we would like to see two people with CP being placed with dogs each year.. and if there are more, then fantastic and we look to review the funding”**

Karl Sangster/Paul Munckhof... carried

Harvey to invite Mobility Dogs Trust to our next Board meeting in February.

The suggestion about consideration for the dogs already matched with Leonie Brunt and Philip Patston was deferred to a later date.

Christmas Lunch in Auckland

Harvey gave briefing on the lunch. It had been oversubscribed. 164 members would be attending. There was a waiting list which will probably not be satisfied. Everything was in hand for the event.

Focus Update

Karl gave a brief update. He mentioned about the Investment Sub-Committee and how Focus Board thought there was an imbalance in members from each Board. Issue to be covered at the February meeting. Rosaline asked about the relationship between Focus and the Society. Harvey to forward Constitutions to Rosaline and to copy the rest of the Board.

Karl proposed that a meeting be held prior to the Strategy day to discuss what topics need to be addressed so each organisation could prepare. The summation of the last strategic meeting to be forwarded to the Board as well as the Society's strategic plan.

Focus Annual Report

Harvey discussed the need for a retrospective resolution to validate part of the Focus Annual Report that was incorrect.

The following resolution was proposed:

“That the Cerebral Palsy Society, being the 100% shareholder of Focus 2000 Ltd, resolve that Focus 2000 Ltd need not comply with Section 211(1)(a) and Section 211(1)(e) to (j) of the Companies Act 1993 for their Annual Report covering the year ending June 30th 2008” Harvey Brunt/
Karl Sangster... carried

Meeting concluded at 7:15pm, followed by dinner with partners

Next meeting is at 6pm, 12th February 2009 at Yarnton House, Erson Ave, Royal Oak

Approval of minutes by Board

Karl Sangster-President

Date