



## BOARD MEETING MINUTES – DECEMBER 2015

<b>Date</b>	18 December	<b>Time</b>	6:54pm	<b>Meeting #</b>	6
<b>Attendees</b>	Avery Watson, Duncan Matthew, Morgan Butler, Toni Duder, Rachel Brebner, Sophie Sills, Aych McArdle, Aaliyah Zionov, Justine Sachs, Emmy Rakete, Amanda Parkinson (Skype), Torrance Campel (phone), Nicky Thorburn (phone)				
<b>Apologies</b>	Tash Gaffin, Beth Maynard				

### Minute Items:

<b>Item No.</b>	<b>Detail</b>	<b>Owner</b>	<b>Item Type</b> (Note/ Action/Issue Decision)
1.	<b>Meeting opened at 6:54pm.</b>		
2.	The November Board meeting minutes can't be found so that they can be passed by email by the 24th December	Board	Action
3.	<b>Reports</b>		
4.	General Manager's report provided by Duncan. Report is available on the Drive.		Note
5.	Approve offering and promoting a tertiary scholarship in partnership with ASB. Motion put forward by Avery Seconded by Sophie In favour: 4 Abstentions: 1		Decision
6.	Communication Manager's report provided by Toni. Report is available on the Drive.		Note
7.	<b>REDACTED</b>		Decision
8.	Education Manager's report provided by Aych. Report is available on the Drive.		Note
9.	Support Co-ordinator's report provided by Morgan. Report is available on the drive.		Note
10.	Funding Co-ordinator's report provided by Chase. Report is available on the Drive.		
11.	<b>Committees</b>		
12.	Several attempts have been made to meet Aych's cultural competencies by having a meeting with Torrance, but Torrance has not attended or sent apologies.		Note
13.	Tash and Nicky have not contributed to the CommComm spreadsheet, although additional volunteers have.		Note



14.	Rachel to contact Amanda for a meeting regarding Funding strategy prior to the 5th January and take FunCom meetings until the end of the board term	Rachel	Action
15.	Discussions are taking place to have someone come and bless the new and old centres		Note
16.	Co-chair's report provided by Torranice. Report is not available on the Drive.		Note
17.	<b>General Business</b>		
18.	Those that haven't put in a job description need to do so by the 24th of December	Justine, Avery, Nicky, Emmy	Action
19.	Recommendation that the job descriptions go out for consultation on the 11th January for a three week consultation period (till Feb 1) followed by one week review with restructure effective on Tuesday 9th February		Note
20.	Board members to review job descriptions by the 5th of January and provide comment feedback	Board	Action
21.	<b>REDACTED</b>		Note
22.	<b>AOB</b>		
23.	<b>Public excluded session begins at 9:07pm</b>		
	<b>Meeting closed at 9:41pm</b>		