



## BOARD MEETING MINUTES – MARCH 2016

<b>Date</b>	11/03/2015	<b>Time</b>	6.37	<b>Meeting #</b>	
<b>Attendees</b>	Torrance Campel, Sophie Sills, Avery Watson, Tash Gaffin, Beth Maynard, Nicky Thorburn (late)				
<b>Apologies</b>	Justine Sachs				

### Minute Items:

<b>Item No.</b>	<b>Detail</b>	<b>Owner</b>	<b>Item Type</b> <small>(Note/ Action/Issue Decision)</small>
1.	<b>Meeting opened at 6.37pm.</b>		
2.	Introductions from attendees		Note
3.	<b>Open Action items from previous board meeting</b>		
4.	Sophie to revise, update and finalise job descriptions to be passed on the Friday 18th board meeting.	Sophie	Action
4.5.	Board to review job descriptions over the next week and provide feedback to Sophie.	Board	Action
5.	Beth to contact Nick Laing and Toni Reid to invite them to be adult executive advisors.	Beth	Action
6.	Motion proposed to accept Amanda Parkinson's resignation as co-chair received on the 29th of February 2016, effective immediately. Motion put forward by: Sophie Motion seconded by: Tash In favour: 7 Abstentions: 0		Decision
	Beth to email Amanda to confirm her resignation from the board.	Beth	Action
7.	Motion proposed for the board to give Sophie Sills the agency to offer Rachel Brebner a position on the Executive Board. Motion put forward by: Beth Motion seconded by: Nicky In favour: 7 Abstentions: 0		Decision
8.	Rachel Brebner is coopted onto the executive board.		Note
9.	Motion proposed to elect Rachel Brebner as board co-chairperson, effective immediately. Motion put forward by: Sophie Motion seconded by: Nicky In favour: 7		Decision



	Abstentions: 0		
10.	<b>AOB</b>		
11.	None		
12.	<b>Meeting closed at 8.02 pm</b>		