



BOARD MEETING MINUTES – AUGUST 2014

Date	18 th August 2014	Time	6:20pm – 8:20pm	Meeting #	2
Attendees	Joe Gatland, Rachel Brebner, Melanie Govender, Duncan Matthews, Taine Polkinghorne, Beth Maynard, Stace Robertson, Anna Nelson, Jonathan Selu, Mathijs Lucassen, Daniel Chorley, Ash Spittal.				
Apologies	Samantha Hewlett , Natasha Gaffin				

Minute Items:

Item No.	Detail	Owner	Item Type <small>(Note/ Action/Issue Decision)</small>
1.	Meeting opened at 6:20pm.		
2.	Introductions from attendees		Note
3.	Board development sessions		
4.	Overview of RY financial process provided by Duncan. Topics covered: Policy, Spending, Budgeting, Reporting and GST.		Note
5.	Pass minutes from last board meeting		Note
6.	Motion proposed to pass the July board meeting minutes as a true and accurate record of the July board meeting. Motion put forward by Rachel Motion seconded by Daniel In favour: 6 Abstentions: 2		Decision
7.	All board members and advisors should now have access to the folders and meeting reports via Google Drive.		Issue
8.	Members to contact Daniel or Sam if there are any problems accessing documents and folders via Google Drive		Action
9.	Reports		
10.	General Manager's report provided by Duncan. Report is available on the Drive.		Note
11.	REDACTED [Redacted text]		Decision
12.	[Redacted text]	Rachel	Action
13.	[Redacted text]	Sam/Joe	Action



14.	All reports, including committee reporting will be updated and produced to reflect the new strategy.	All	Action
15.	Media report provided by Toni. Report is available on Drive.		Note
16.	Motion proposed to pass budgets for the "I'm Local" project as outlined in the media report. Motion put forward by Joe. Seconded by Taine. In favour: 8 Abstentions: 0		Decision
17.	Rachel to amend budget to include I'm Local project resources and expenses.	Rachel	Action
18.	Education report provided by Aych. Report is available on the Drive.		Note
19.	Fundraising report provided by Paul. Report is available on the Drive.		Note
20.	Submission of funding application to MSD will determine whether RY moves premises in 2016.		Issue
21.	Discuss funding application at September board meeting		Action
22.	Joe to draft up brief document regarding previous premises discussions and background for board members.	Joe	Action
23.	Mel to resend email to encourage all members go online and nominate RainbowYOUTH for NZ Community of the year.	Mel, All	Action
24.	Pass Strategy for 2014-2015		
25.	Strategy discussed. Timeframes and goals reviewed.		Note
26.	Further discussion at September board meeting to address 3 year goal for Spaces & Places		Action
27.	Committees		
28.	An overview of the strategic plan dashboard and sections was provided by Joe.		Note
29.	Committee members for the new term were reviewed and meeting times were secured.		Note
30.	New committee report template was explained by Joe. Important: Action items cannot be closed until the next committee meeting.		Note
31.	Committee reports to be uploaded to Drive at least a week before the board meeting and all board members are required to have read the reports.	All	Action
32.	Open Action items from previous board meeting		
33.	Action items from July reviewed, updated and closed accordingly by Joe.		Note
34.	General Business		



35.	25 th Anniversary update provided by Duncan		Note
36.	Issue raised regarding being the leader of the committee and all work and responsibility falling to the leader.		Issue
37.	Accountability of the committee stays with the leader, however they can and are encouraged to delegate tasks to members.		Action
38.	AOB		
39.	No other business.		Note
40.	Meeting closed at 8:20pm.		