

**Aotearoa Inc.**

**Minutes**

SuperGrans Aotearoa Inc. Governance Board meeting

17th August, 2017 – Zoom and Gisborne – 1 p.m.

**Present**: Chris Martin, Raewyn Paapu, Marie Sutherland, Linda Coulston, Martha Kelly

**Apologies**: Jim Corder, Frank Ball, Dianne Saunders. Accepted Marie Sutherland; Seconded Raewyn Paapu.

Approval of minutes dated 20th July, 2017: Moved: Marie Sutherland/Seconded: Linda Coulston

**Decisions:**

1. Child Poverty Action Group: Should SuperGrans Aotearoa align with his organisation? Martha to send out details of the group to all members and decision can be voted on at the September Seminar.
2. Peter McKenzie Project: Does SuperGrans Aotearoa wish to submit a proposal? Martha to write a proposal and distribute to all members for comment and response by required date. To determine with them first whether they would like a national or individual proposal. The SGA board agrees in concept.
3. Community Internship Programme (Community and Voluntary Sector funding for external expertise). Martha to distribute to all SuperGrans and to write an appliction for the SGA board to consider.
4. Climate Coalition – NGO’s: The board decided to not support this.
5. Martha to reduce car hire costs. Discuss with Linda.
6. Promotional Items: Chris will send link for pens to purchase with ‘wash-up’ fund.
7. All items proposed for September meeting to be included on agenda.

**Reports:**

1. Correspondence Report: Moved to accept: Chris Martin.Seconded: Linda Coulston
2. Financial Reports: Moved accept: Linda Coulston/Seconded: Marie Sutherland
3. National Coordinator Report: Moved accept: Marie Sutherland/Seconded: Raewyn Paapu

Meeting closed: 1.50pm

**Action List for board members**

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| **Who** | **Action** | **Required by** |
| Linda | Provide recommended car hire details | Asap |
| Chris | Link to pens for final ‘wash-up’ funds | Asap |

**Action List for National Coordinator**

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| **Action** | **Required by** |
| Send CPAG info to all members | Asap |
| Add CPAG decision to September seminar meeting |  |
| Submit Peter McKenzie proposal to board (after consulting with all members on whether they wish an individual or national proposal) | Asap |
| Community Internship programme – distribute to all members and write proposal for SGA | Asap |
| Review car hire (from Gisborne) as per Linda instructions | Asap |

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| **Carry forward to next meeting (Unless resolved prior)** |  |
| Calling cards |  |
| National Coordinator employment contract | By 11th June |
| Risk Register review |  |
| Review Financial Processes | By 11th June |
| Policies and Procedures review | September meeting |
| AUT/Refugee centre referrals | September seminar |
| Birthright as an umbrella organisation | September seminar |
| Social Media expectations | September seminar |

Confirmed as being a true and accurate record of this meeting:

Signed:………………………………………………………..

Name: Dianne Saunders (Secretary)

Date: ……………………………