

**Aotearoa Inc.**

**Minutes**

SuperGrans Aotearoa Inc. Governance Board meeting

4 pm, Monday 12th March, 2018, Wellington

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

**Apologies**: Frank Ball

Approval of minutes dated 14th February, 2017: Moved: Chris Martin/Seconded: Dianne Saunders

1. **Decisions:** 
   1. Legal advice regarding liability between SGA and member organisations: Martha is to write up the conversation regarding legal advice received at the NFP Conference. Linda to discuss with the NZ Trustees Association. Martha advised that there is $2000 allocated to legal funds if required.
   2. Promotional items: The continuing concept of branded promotional items distributed by SGA to members was discussed. Confirmed to proceed as funds allow in 2018. Martha to consult members on most appropriate items. Suggestions at meeting were: Peelers, water bottles, aprons, pens (but not notepads), measuring cups, supermarket bags, Beeswax plate covers.
   3. Travel approval – as per travel schedule submitted to board. Additions of Rotorua and Tauranga noted to include. Moved accepted: Marie Sutherland/Seconded: Raewyn Paapu.
   4. Martha to establish a confidentiality agreement for signing by mentor. Dianne will forward a template she has.
   5. Chloe Wright as patron for SG: Chris suggested this. Board approved. For further discussion with members before approaching.
   6. Martha to request good news and growth stories and great outcomes from members for the Tindall Foundation report.
   7. Lotteries application 2018: To be a 3 year application. Moved: Chris Martin/Seconded: Raewyn Paapu. Martha to clarify whether we need to do a budget for each year. Wages funding portion to be discussed further once Tindall indications are clearer.
   8. Martha discussed the concept of ‘Rural Women NZ’ as an umbrella organisation after corresponding with a member in Thames regarding potential interest in establishing a SuperGrans. A possible conference in Lower Hutt coming up. Martha to check out. For further discussion.
   9. National funding (e.g. SKIP funding): Martha to confirm boards are happy with concept regarding SGA liability management and need to confirm compliance through audit. Managers to confirm with boards.

1. **Discussions:** 
   1. It was suggested that partnering with Pak n Save on a supermarket bag collaboration could be explored. For further discussion.
   2. It was discussed that Hamilton Birthright is ‘Te Whanau Putahi’ and they may be an appropriate umbrella organisation. This is a Christian organisation providing a social services hub in Fairfield.
   3. Marie highlighted that the Wanaka/Otago region is in high need of a birthing centre and this could be of interest to the Wright Family Foundation.
   4. Chris discussed how City Council’s provide SEED funding for new collaborative initiatives and that members should check availability in their areas.
   5. The concept of approaches to Owen Glenn and Mark Dunajtschik as potential funders was discussed. For further discussion.

**Reports**

1. Creditors report – Moved approved for payment: Chris Martin/Seconded: Dianne Saunders
2. National Coordinators report- Moved accepted: Chris Martin/Seconded: Marie Sutherland
3. Financial Reports – Moved Accepted: Linda Coulston/Seconded: Marie Sutherland.

Next meeting: 4.30pm 14th March, Wellington

Meeting closed: 6.26pm

**Action List for board members**

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| **Who** | **Action** | **Required by** |
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**Action List for National Coordinator**

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| **Action** | **Required by** |
| Advise managers re. council SEED funding for collaborative initiatives | asap |
| Confidentiality agreement - mentor | Prior |
| Legal info to Linda | asap |
| Promotional items – discuss options with members | asap |
| Chloe Wright as patron| Otago/Wanaka birthing centre concept – follow up | When meet |
| Lotteries application preparation |  |
| Get info from members for Tindall accountability report | asap |
| Rural Women NZ research | For next meeting |
| National funding liability conversation with managers | asap |
| Confirm next seminar date with David Grigg, advise all |  |
| Check out Te Whanau Putahia - Hamilton | asap |

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| **Carry forward to next meeting (Unless resolved prior)** |  |
| Calling cards |  |
| Cyber Insurance review | May 2018 meeting |
| Funding meeting to be scheduled |  |
| Sponsors discussion |  |
| Risk Policy sign off |  |
| Owen Glenn and Mark Dunajtschik as funders |  |
| Pak n Save collaboration concept re. supermarket bags |  |

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

Signed:………………………………………………………..

Name: Dianne Saunders (Secretary)