

Minutes of the Trustees Meeting 15/092019

Participants

Tim Read – Chair – TR
Eddie Hartley – EH
Gillian Schroder – Secretary - GS
Andy Johnson – AJ
Joanna Hartl – JH
Huey Fisher – HF
Apologies from Matthew Huish – National Director

01. Prayer by TR in MH's absence

02. Declaration of any interests

No interests were declared

03. Ratify the last minutes

The minutes of the meeting of 08/08/2019 were not ratified as TR wants to make some additional changes.

04. AOB points for the end

- 1) What will the role of EH be now?

05. National Directors Report (MH) (Absent)

Reports of officers, boards and standing committees:

06. Treasurer's report - audit (EH)

This was EH's last day as Treasurer, Huey Fisher will takeover the treasurer role as from 16th Sept 2019.

ACTION POINT: TR Add corrections provided by EH to the finance report

07. Secretaries report (GS)

Reports of special committees:

08. Corporate charity status special committee report (TR)

Nothing to report

09. Cleeve management group (AJ, JH, Bernard Chellew)

JH One 2nd gen couple could help, but not run the house.

Bulgarian couple's daughter has health issues, so they won't come.

Kongs are not interested any more.

JH can help with handover, will be there if they can't find anyone.

Asking for:

A. Budget for furniture and equipment (£15k)

B. £5,000 for overheads

EH asked for the rent paid by the Staceys is directed in the FFWPU bank account before 31/10/19. Bank statements have been sent to NN so far as bookkeeping but from November there should be proper bookkeeping sent to NN! Who will do the bookkeeping?

10. Consultation Steering Committee (TR, SR, EH, Terry Linden-Fermor, Sonja Read)

TR- We received 37 surveys. The focus group consisted of 8 participants and there were 5 email suggestions.

The deadline for responses has been moved to the end of this month.

On Saturday 28th September from 10 to 12 am in LG Sonja Read will give a presentation to the Trustees, the PIC and the National Council. The report will be on how the properties fit in with the uses and needs.

We will get a final report by the end of September.

Unfinished business:

11. Impact Measurement Report (IMR) and Budgets (TR)

TR – William is often abroad.

TR – We only received a few reports from the departments. This is disappointing.

The NC will form a small finance committee to oversee their finances.

Budgets should be decided by NC based on IMR – TR will suggest that.

There should be mandatory training for NC.

New business:

12. Cleeve House (TR)

Covered in Agenda 9 above.

13. PIC not functional enough - what to do. (Should we consider an even closer alliance between the TB and PIC, or new finance Cttee/paid finance director?) (TR/EH)

TR –Terry and Sylvia will both go. We need more training in things like time management and communication.

TR spoke to [REDACTED]. He will say by the end of the month if he is interested in a role in the PIC.

14. Replacement for Sylvia (asking her to be LG property manager?) (TR)

TR – Selina could be offered a pay rise to do either HR or accounts.

EH –Selina could do accounts, but we need a new HR person.

ACTION POINT: TR will ask Tom if he thinks Selina can do accounts.

15. PIC and Huey Er to create Terms of reference for a property consultant. (TR)

ACTION POINT: TR, HF and Simon Rosselli to draw up terms of reference for a property consultant.

16. Who to put out for tender to three companies? (incl. Bruton Knowles) (TR)

17. Areas where we may be exposed to change in the event of a no-deal Brexit:

EU Nationals working here – only Robert Török

18. CheonBo debt (EH)

ACTION POINT: TR will write a letter to MH asking him to ask the regions to pay according to the number of members who participated in the Cheon Bo event in London.

19. Requests for special funding

A. Won Jeon - pay for headstones for those who are struggling financially. (AJ)

EH – Headstones are private things so no funding from HQ. However, communities can fund these and Françoise has a fund for that as well.

B. Financially support people with special needs to attend Treasures of Heaven workshops and to support the BFD in the UK to help special needs families. (AJ)

EH – This is a NC decision. The BFD can help subsidise them.

20. Trustees rules (TR)

Adopted as read out by TR.

21. Roberts Rules – motions

TR introduced the idea of having motions.

ACTION POINT: TR will send us a video of how to do it.

22. AOB

1) EH – What will my role be now?

TR – We want you to stay on to advise HF. (**ACTION POINT:** HF to do DBS check)

TR – All staff information and trustee information should be on the computer in HQ.

23. Next meeting

Zoom Call 29/09/6 pm