

**Minutes for Meeting:** Board Meeting

**Date:** 17<sup>th</sup> July 2013

**Minute Taker:** Katy Saunderson

**Chair:** Paula Greenwell

**Present:** Paula Greenwell , George Wallace, Pauline Heath, Geof Armstrong, Katy Saunderson

**Apologies:** Karen Sheader, Kirsty Timming, Stuart Bracking, Helen Atkin, Janice Irving, Diane Little

<b>Who</b>	<b>Point Discussed/Action to be taken</b>	<b>When</b>
All	Minutes of last meeting recapped and agreed by board.	
GA	<b>Matters Arising</b> SB has been in touch and advised he wishes to resign from the board. It is unclear if this is due to additional support being needed or for other reasons. We will offer support and accept resignation if not.	
PG	When accepting resignation note that he has been an excellent support as a founding member in our thanks.	
KS	May wish to explore rolling our Blue Card to the non disabled community o they are also aware.	
PH	City Life & posters in library could be a good way to achieve this.	

Who	Point Discussed/Action to be taken	When
KS	<p><b>Q1 Accounts</b> Presented the board with the accounts to end Q1, we are on track with the spend against the budget and are actually under spending in some areas with no areas for concern.</p>	
All	Accounts to end Q3 agreed by board.	
GA	<p><b>Directors Report</b> Presented to board. Plan to move summer meeting to winter to allow us more time to explore the wider disabled communities needs. Also an opportunity to plan future activity and decide Arcadeas future direction.</p>	
PH	Would like to look at mild to moderately disabled people as they often fall through the cracks.	
All	Agree that the first meeting should only be open to disabled people only and then invite the non-disabled community to contribute to further discussions.	
GA	CIO status – now at a stage where we can apply.	
GA	<p><b>Staffing</b> KS to go on maternity leave starting November, we are looking to sort this internally.</p>	

Who	Point Discussed/Action to be taken	When
GA	Sara B currently looking into getting us an empty shop.	
GA	Looking at taking on a Health and Social Care Apprentice.	
GA	<p><b>New Board Members</b></p> <p>To approach Bill Norman who would act as a good advocate for the charity.</p>	
PH	To approach Beacon so BMEs are represented.	
KS	Could try Gem Arts.	
GA	Would be good to attract a Mental Health Practitioner, Accountant or Legal worker.	
GA	<p><b>Safeguarding</b></p> <p>To become a permanent agenda item.</p> <p>No internal SG issues to report. One external incident which is ongoing without police involvement. Good procedures adhered to and officials happy with our processes.</p> <p>We have directly asked NCC to look at bus driver complaints – 2 in particular.</p>	

Who	Point Discussed/Action to be taken	When
GA	<b>Future Planning Group</b> To take part in the final half of the year in readiness for new budget.	
All	<b>AOB</b> With no other business the meeting was concluded with the next to be held late September/early October.	