

KCSC Board Meeting

MINUTES

Held: Wednesday 4th May 2011
Town Hall, Committee Room 5
3.00pm-5.00pm

Present: Michael Bach, Jonnie Beverley, Tom Fitch, Ingrid Jacobson-Pinter, Jennifer Ware, Fiona Ford, Lorraine Gilbert and Marie Tameze,

Apologises: Jamie Renton, Jane Lanyero

In attendance; Mary Gardiner and Harjit Dhaliwal

		Who	by
1	Announcements		
	<ul style="list-style-type: none"> • John Hannam is no longer working for The Octavia Foundation in Kensington and Chelsea so will no longer be sitting on the Board. To be sent a card notifying him of this • Ingrid has a new role as a Development Manager for Into University 	MG	Next Meeting
2	Update from Mary-Appraisals		
	<ul style="list-style-type: none"> • Mary reported that staff are happy at KCSC and all rated 3 or 4 out of 5 out of when asked if they felt a part of KCSC. This is an improvement from last year. • Staff expressed a general interest in self-improvement but nobody had a clear idea of what they wanted to do. Therefore Mary proposed that the remaining training budget of £5K (after taking of £5k for Angela's Masters) should be used to deliver training to the whole sector and some will be used to host a Staff and Trustee away day. The proposal was agreed. • Mary's is of the view that the Appraisal process is too soft and Trustees should look into other ways to measure performance which are more hard edged in measuring the quality of work. 		
3	Finance		
	<ul style="list-style-type: none"> • Tom presented the end of year accounts. There is an increase of £12k on restricted funds. There is a loss of £48k on unrestricted funds. Overall we have a loss of £35k which we were expecting. • The Balance Sheet shows we have £161,383 in unrestricted funds which is 35% of turnover and is reasonably okay. • Restricted funds stand at £61,705 and the externally managed funds at £36,642. So reserves stand at about £220k • This year's budget highlights that we have a £58k loss of income compared to last years and will be using £33k from reserves to meet the deficit. The reserves at the end of year will be £126K which is 29% of turnover. • Tom said 2012-13 will be a difficult time and we will be downsizing 		
	CEO Update		
	An Internal Audit of the finances needs to take place as was recommended by the Vice Chair –Amelia. Trustees agreed for now we		

<p>will include the Finance Regulations in the audit file and follow this up later with an actual check Trustees approved Personnel and Sub Committee Recommendation for Brenda's pay to be increased by £4k. Mohammed 's pay has also increased as we received additional funding from KCP</p> <p>Minutes Agreed to put more time into campaigning. Angela running a workshop with ADKC in a couple of weeks time. Kirsten will do some follow on work from This is Us report by conducting telephone surveys on how groups are responding to hardship which will be presented at BVOAG</p> <p>KCP Funding The Chair praised Mary on her excellent handling of the KCP negotiation Mary did a strong uncompromising presentation and managed to secure £6K more over the next 2 years.</p> <p>CEO Report Personalisation-Social Enterprise Event-15 groups registered with the virtual enterprise school. The winners were; -Equal people –Arts therapy enterprise -Café Idea Clement James (bursary for pots and pans) -Advice Now and Volunteer Centre –Community Market Worlds End Plaza -Consolation Prize £300-Chelsea Asian Women's group for coaching and mentoring to next level.</p> <p>Angela's post Angela's post will change she will be focusing more on policy, localism and campaigning and working with Reps. Mohammed will be dedicated to supporting this. The Council have said we need to work more closely with the Volunteer Centre Ingrid Chair of Volunteer Centre COI Putting in a joint application To City Bridge-for a full time worker 3 days with us and 2 days with the Volunteer Centre. This will be to do more Governances work as we have strong evidence that this is what the sector wants.</p> <p>Tri borough working Mary had a meeting with VAW & CAVSA about tri borough working and has come to the conclusion we have a similar culture to CAVSA and we are also doing partnership work with them-Funding Fair on 17th June. So we will work with CAVSA at the moment. There will be a training day with senior managers on the 9th June to discuss the pros and cons around joint working. There will be a meeting before hand with Trustees who volunteered to go through these issues.</p> <p>The Future Mary made Trustees aware that she would be retiring from KCSC in December 2012 and asked Trustees to set up a meeting with or without her to discuss the future of the organisation, funding and look into succession plans.. Mary also asked Trustees for permission to take 6 weeks holiday at the beginning of next year.</p>	<p>AM</p> <p>Mary and Trustees</p> <p>Trustees</p>	<p>Before the 9th June</p> <p>Ongoing</p>
<p>AOB We will look at how we can better present the monitoring information to Trustees which incorporates the feedback we have received from groups.</p>	<p>Mary</p>	<p>Next Meeting</p>
<p>Next meeting 28 July 2011</p>		

