

Meeting Trustee Board Meeting

Date Thursday 18 June 2020

Time 1500-1700

Meeting Venue: Zoom online Meeting ID: 844 3096 1753 Password: 256869
<https://us02web.zoom.us/j/84430961753?pwd=RU9KcGVidjN0eVhHZ1RURndqNWVrdz09>

Agenda

1. Welcome and apologies

2. Declarations of interest

3. Minutes of meeting held on 19 March 2020



3. Minutes of Mar
20 Board meeting.doc

4. Matters arising

5. Finance
To 31 March 2020 Management Accounts



5. TT Mgt Accounts
31 03 2020 for distril

6. Budget agreement 2020-2021



6. 2020 21
budget.docx

7. Review of risk register



7. Risk register
commentary.docx



7. Risk Register
revised April 2020.doc

8. Trustees annual report and accounts

9. Grant progress reports



9. Final Report
Open Gates.docx



9. Final Report
Spark Inside.docx



9. Progress Report
Clean Sheet.docx

10. Carer Emergency Grant awards update



10. Carers
emergency grants.d

11. Rehabilitation Development Grant application shortlisting



11. Development
Grant Application SI



11.Trustee
Shortlisting Rehab c

12. Strategy update



12. 2021 strategy
update.docx

13. Director's update (verbal)

14. Gifts for ratification

10 pensioners are currently receiving gifts.

Recipient	Amount	Payment month
Mrs Denyer	£850	July
Mrs Elliot	£850	September
Total	£1,700	

15. Appointment of new Trustee and current skills audit for discussion at meeting



Trustee Skills
Survey Form.docx

16. Any other business

17. Meeting dates and venues for 2020

- Thursday 15th October, 1500 – 1700 Sarasin, London (to be confirmed)
- Thursday 3rd December (to include Christmas lunch)
Venue tba

**Any queries on the day please call
Karen on 07967 194511**

How to Zoom:

Either:

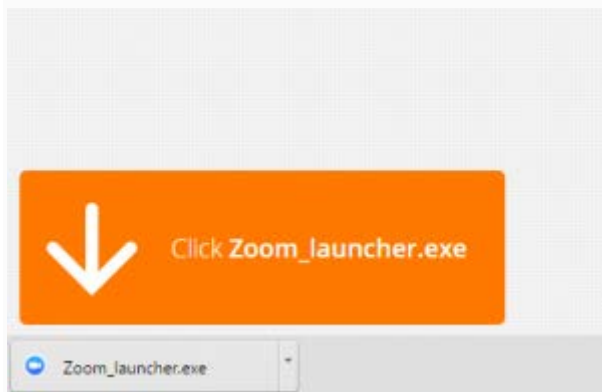
1. click on the Zoom link in the agenda header above or
2. Go to <https://zoom.us/join> and Enter the Meeting ID 9 or 10 digit number that you have been provided with in the appropriate field and click 'Join'

If joining from a mobile Device

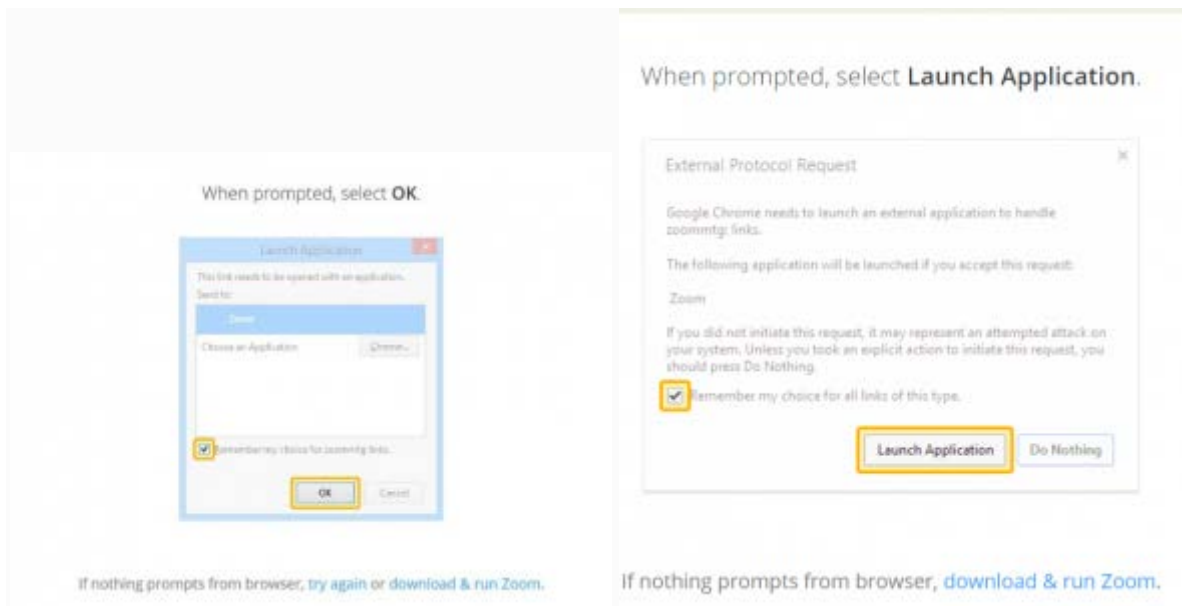
If you are joining from a mobile device (Android smartphone/tablet, Apple iPhone/iPad) then it will simply prompt you to download the Zoom Cloud Meetings app from the App/Play Store.

If joining from a computer

When entering a Zoom meeting for the first time from a computer you will need to download a small application file.



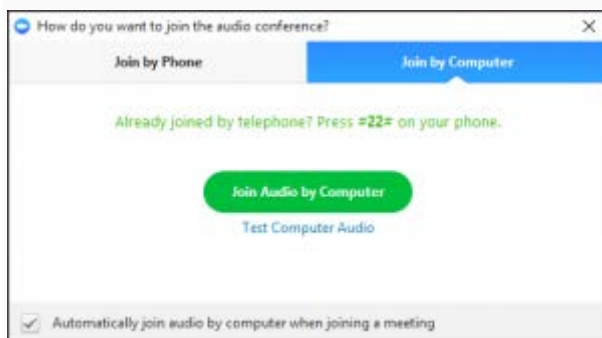
Your browser should automatically download the file and point to it as shown above. Clicking on the Zoom_launcher.exe file will install Zoom, there will be a short pause before a blue progress bar appears indicating the installation. If an 'Application Launcher' or 'External Protocol Request' box appears simply tick the 'Remember my choice...' option box and then click 'OK'



Just before entering the meeting you will be prompted to enter a display name. This name is simply to identify you in the meeting and is not connected to your any other username.

Join Audio via Computer

simply select Join Computer by Audio

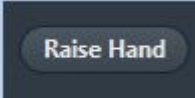


Raising Your Hand


As the non-speaker if you wish to ask a question or make a point during a meeting it is good protocol to use the 'Raise Hand' facility. If the tool bar is not showing at the bottom of the Zoom window, place your cursor over the Zoom window so it appears and select the 'Participants' icon.



A window listing other participants will appear, there is also a 'Raise Hand' icon, click the icon to make it known to the Host that you would like to raise your hand.

A dark blue button with rounded corners and a slight shadow, containing the text "Raise Hand" in white.

If you wish to lower your hand, click the 'Lower hand' icon that will have replaced the 'Raise hand' icon.

A dark blue button with rounded corners and a slight shadow, containing the text "Lower Hand" in white.

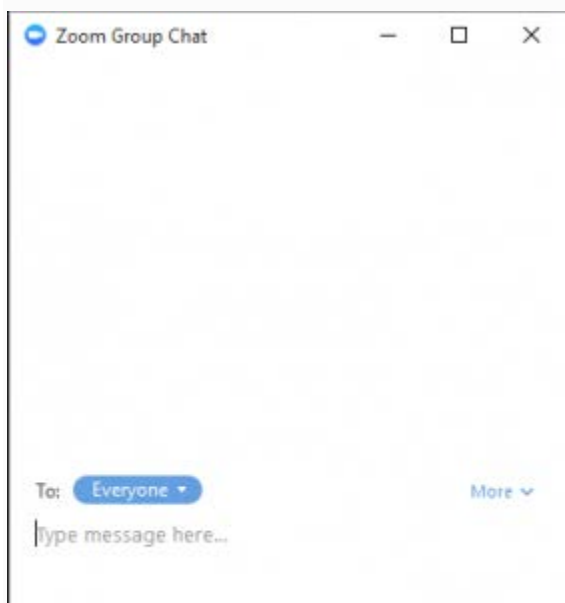
Using Chat

You can use the 'Chat' facility to send text chat to all participants or privately to specific participants.

Click on the 'Chat' icon in the tool bar, again hover your mouse over the Zoom window if you can't see the tool bar.



A chat window will then open. Select 'Everyone' or the name of the person you wish to send a chat message to.



Audio only

It is possible that during the conference participants will be asked to turn off their cameras and move to audio only, particularly if there are problems with the available bandwidth.

To do this simply click on the camera icon at the bottom of the Zoom window.

Mute Start Video