

Directors Meeting 21 August 2023, 5-6pm

Minutes: Jac/Julica

Attendance: Marc Rosenstein, Leah Skinner, Jac Larsen, Anna Du Chesne, Julica Jungehülsing, Justine Shaw.

Apologies: Denise Cobourn (Alternate Wayne Skinner)

Purpose of the DM was housekeeping, to assign portfolios and talk about nomination of a new secretary, Coop members were therefore not invited to join this meeting.

Communication:

Main topics will continue to be discussed via email (until they require face to face gatherings).

Since board members have different work schedules, some prefer to reply to emails on weekends, others like weekends off if possible. Agreement to have no fixed schedule but accept that not every email might be dealt with on the same day.

Short and urgent matters, like date changes or agreements re Meetings can be communicated via the Directors Signal Group.

Portfolios for Board 2023/24

The idea of having a director overseeing a portfolio (a work topic) has proven useful in the past. The director who has a portfolio is liaising with the relevant committees. For example the membership director is not doing all the membership work, but liaises with/supports the committee or members involved. Same for disputes etc.

Issues, ideas, projects of any type can as well continue to be communicated with any director of member's choice.

Landcare: Jac

Membership: Justine

Social: Marc/Anna

Finance: Wayne

Nevertire Road Project: Wayne

Working Bees: Julica

Camp Kitchen & Traffic Calming: Julica

Rule-breaches, disputes: all directors

Disputes & Mediation Liaison: Leah

Internal roads/maintenance: Marc

Policies: all directors

Work continues by a new mediation team (Noëmi and Christina) on including mediation in the rule breaches/disputes policy, next date for gathering with them and possibly Denise and others to be arranged by the team.

Search for/Nomination of new Secretary

Several members have been approached, but so far no candidate found.

Action: Anna to talk to more members and find out if one of them, or possibly a duo (Secretary with Assistant Secretary) can be confirmed.

Share Secretary's Handbook so that candidates can get an idea about the job.

Secretary's Handbook

Natalie has prepared a comprehensive Secretary's handbook with tasks, contacts etc.

Action: all board members to read and give feedback to Natalie

Next Directors Meeting: 18th September 5pm Camp Kitchen