



**Action Minutes of the meeting of the Karten Network
held on 6th July 2017 at The Thomas Pocklington Hub**

Directors Present

Arwyn Jones (Chair)
Rohan Slaughter (Vice Chair)
Tim Simon
Matthew Kayne
Sandi Wassmer

In Attendance

Dawn Green
Martin Pistorius

Welcome and introductions were facilitated by Arwyn. The Board were informed of the resignation of Christine Price due to ill-health. Director resignation documents have been processed by Angela Hobbs. Christine's significant contributions to the Karten Board and Network were recognised. Dawn will send a card on behalf of the Board to thank Christine and wish her well for the future.

1. Apologies

Apologies were received and accepted from Joe Cash & Vic Myko.

2. Minutes of the last meeting (16.02.17)

The minutes were approved as a true record by those present at the last meeting.

3. Matters arising from the minutes

All relevant actions had been carried out since the last meeting apart from **item 6** (pg 3 of minutes). Dawn explained that it had come to her attention that the resource development was being carried out by the new service TechAbility and that duplication of work was not effective. The resource portal will be available via TechAbility website in September 2017 and the relevant links will be made available to the Network.

DG to email the resource link when available – September 17 DG

4. Trust and Network Strategy

The draft strategy paper was discussed. Tim provided an update from the Trustees' meeting in March – extract from the minutes below:

A discussion took place following the recent strategy meeting. It was noted that the objects set out in the original Trust Deed suitably covered the work of the Trust. However it was felt that the statement in the Charity Commission website needed updating. The mission statement drafted by DG was approved but it was agreed that it needed amplifying by the inclusion of a reference to education and interfaith organisations. ACRD agreed to draft an amended statement but TMS pointed out that it might be difficult to substitute this on the Commission site.

Tim to remind ACRD about the action agreed (September 17)

TS

With reference to strategic goal 2: *Consider applications for revenue funding to build IT/AT capacity within Karten Centres and across the sector.* Rohan emphasised the transformative difference that revenue funding would make. Others agreed that this is a positive development. Tim asked that a paper is presented to Trustees in September making proposals for the allocation of capital and revenue funding. The paper will include funding limits, specific guidelines/eligibility, accountability and outcome measures.

Dawn and Rohan to prepare the paper (August 17)

DG/RS

Directors agreed that KPIs and an annual plan should be developed – refer to draft strategy document.

Dawn and Rohan to develop the plan (November 17 KNB meeting)

DG/RS

5. Karten Network Board membership

The terms of reference paper was discussed and considered to be fit for purpose. The proposed size of the KNB was deemed to be appropriate. It was noted that with Christine

Price's recent resignation that additional Director(s) should be appointed. Board members asked Dawn to make recommendations via email for their consideration.

Dawn to suggest prospective Directors by email (September 2017) DG

6. Network Events 2017 & beyond

Following discussion, Directors agreed that a programme of online events should be piloted this Autumn. This would enable Israeli Centres to participate.

Arwyn told the Board that Beacon Centre is organising Tech Week and that this event will take place from 31st October – 2nd November. It was suggested that the Karten Network could run an event to coincide with one of these days – possibly using the Boardroom but with time to participate in the wider event.

Arwyn to ask his team to provide DG with the details of Tech Week (August 17) AJ

Dawn and Rohan to develop an outline for the Karten Network event as part of Beacon's Tech Week Programme (August 17) DG/RS

Dawn to develop a programme of Network events and circulate to the KNB (September 17) DG

Martin to support Dawn with technology requirements (October 17). DG/MP

7. Karten Centres Performance

Dawn was thanked for the helpful papers provided. The Board discussed the 49 centres that are no longer operational. Sandi asked if we can develop further assessment tools to quantify risk factors when considering applications. Dawn assured her that the process is rigorous. The Board considered whether the equipment funded should always remain the property of the Trust. Tim stated that the agreement documentation could be amended but no decision was made.

Directors said that they would like to be involved in Centre visits, this would be supportive for Centres dependent on the focus of the visit and the expertise of the Director concerned.

Dawn to provide an annual engagement report for Board DG (July 18)

Dawn to draw up a programme of Director visits for 2018 DG (November 17 KNB Meeting)

8. Yammer presentation and discussion

Martin went through a presentation depicting the journey from the February Board meeting to present – refer to presentation. Directors agreed that Yammer offers potential and asked that roll-out to an expanded group is implemented. User guidelines to be developed to support the implementation.

Dawn and Martin to discuss next steps & pilot group DG/MP (September 17)

Martin to develop user guidelines (October 17) MP

Pilot milestones to be agreed and group to be established DG (October 17)

Items for information

9. Accountants

Sproull & Co have been appointed as the Karten Network's new accountants. Tim met with the company recently. Sproull & Co have been asked to review current Trust and Network processes and make recommendations regarding future practice. Arwyn thanked Tim for his assistance with this matter.

10. Karten Network Development Co-ordinator update

Dawn's paper was received.

Dawn to add Centre visit reports to the KNB group in Yammer DG (ongoing)

11. Israel Karten Centres update

Debbie's paper was received.

12. MTA Update

Martin's paper was received.

13. Any other relevant business

Jewish Care update

Sandi gave an update regarding Jewish Care Explore and the planned re-launch of the Karten Centre. Directors were delighted to hear of both the transformation of the physical space and the programme/course development undertaken.

Horizon 2020

Dawn informed directors that the Horizon 2020 bid has been successful.

The meeting closed at 14.30.

Date of next meeting

16 November 2017 at 11.15 at The Pocklington Hub