



**Action Minutes of the meeting of the Karten Network
held on 16th February 2017 at The Thomas Pocklington Hub**

Directors Present

Arwyn Jones (Chair)
Rohan Slaughter (Vice Chair)
Matthew Kayne
Joe Cash
Vic Myko
Sandi Wassmer

In Attendance

Dawn Green
Martin Pistorius

Welcome and introductions were facilitated by AJ.

1. Apologies

Apologies were received and accepted from Christine Price, Tim Simon.

2. Minutes of the last meeting (17.11.16)

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. Director liability was discussed further. Directors agreed to take out indemnity with limits of £100k.

Actions: Dawn to confirm details of policy & ensure cover is DG implemented

4. Feedback from Trustees Strategy Day

Directors had previously received the *Strategy Discussion Paper* presented on behalf of the Board and *the notes from the Trustees Strategy Day* held on 09.02.17. In addition, AJ/RS/DG gave a verbal account of the discussions that took place on 09.02.17. SW sought clarification regarding the focus of programmes in

educational funded provision and was reassured that the approach, the individualisation of programmes and focus on functional, transferable skills is comparable to the social care model.

Actions arising from the Strategy Day are summarised below:

- Feedback of key points to Karten Network Board 16.02.17
- Strategy to be developed for approval at the Trustees' meeting on 10.03.17
- Karten Network Board to develop an annual operational plan to reflect the strategy
- AJ/RS/DG to develop a specific proposal regarding the National IT/AT Service for consideration at the Trustees' meeting on 10.03.17

Actions: Await Strategy document from Trustees & develop an operational plan to deliver the KN specific aspects of the strategy All

5. Karten Centre Engagement

Network Events – review of 2016 and what next?

Communication tools

Centre Engagement

A paper was presented to summarise active Karten Centres in the UK & Israel and those that had closed. A simple RAG system was used to indicate levels of engagement, but there are no quality judgements associated with this.

Network Events

A summary of evaluation responses from the autumn network events was also presented and discussed. Discussion focused on the format of future events. Representation from Centres this autumn was disappointing. This was partially due to the operational pressures of releasing staff, but Directors agreed that the format and content of events should be reconsidered to be more attractive to Centres. Online delivery methods were discussed with recognition that they suit some but not all. Possibilities such as financial incentives for sharing success stories and funding staff time to attend events or CPD courses were considered. Dawn reminded Directors, that engagement in the Network and providing reports and

success stories is an integral requirement of funding and is included within the funding agreements.

It was suggested that a larger National Conference would be good for 2017 and that it may be possible to do this alongside another larger event.

Communication tools

Currently we use the website, jiscmail and newsletters. Something more interactive that supported dynamic online activity and interaction would be desirable.

Rohan told Directors about Buddy Press and the set of templates that already exist for this. Rohan suggested that Martin should contact Neil at Beaumont with a view to rolling out with a pilot development group.

- Actions: Email the report from the interactive KNB session held in July 2016** DG
- Share details of Technology events taking place later in 2017 – email to Dawn** All
- Martin to contact Neil at Beaumont about Buddy Press** MP
- Martin to implement Buddy Press pilot group and feedback to the July Network Board** MP

6. Resource portal – interactive session

Dawn gave a verbal overview of the kind of resources that would be useful to Centres and how such content may be managed within the website. However, it is important that developments are led by the needs of the Centres.

Directors agreed that it would be useful to survey centres to ask what resources/materials are required.

- Actions: Administer a survey about resources required** DG

7. Mobile Technology Adviser post

The Board endorsed the continuation of the Mobile Technology Adviser post and recommended that MP was remunerated at £25 plus VAT.

- Actions: Paper to be presented to Trustees on 10.03.17 with the Board’s recommendations** DG

8. Accountants

Directors discussed their dissatisfaction with the service provided by Roffe Swayne who had failed to meet key deadlines relating to the Network's business. The Board agreed that alternative accountants should be engaged as soon as is practicable.

Actions: Directors to make recommendations of suitable All
companies to Dawn
Source 3 quotations for the Karten Network DG
Discuss the Board's decision with Trustees on 10.03.17 DG

Items for information

9. March 2017 Applications for Further Funding

Directors were given an overview of the applications for additional funding received for the March 2017 Trustees meeting.

Actions: Inform Directors of funding decisions DG

10. Karten Network Annual Accounts

The Financial statements for the year ending 30 November 2016 were approved by Directors.

Actions: AJ to sign and return to Roffe Swayne via Angela AJ
Hobbs

11. MTA Update

Martin's paper was received.

12. Any other relevant business

Update from Centres in Israel

Debbie Ben-Tal's paper was noted

Horizon 2020

Dawn outlined an opportunity for the Karten Network to be involved as the UK partner in a project called Horizon 2020. 5



Centres have expressed an interest in being involved – refer to proposal. Directors agreed that we the Network should be involved

Beacon Centre

Arwyn informed Directors that footage filmed at Beacon during their recent Technology Days will be broadcast on BBC Click on 18.02.17 at 12.30 and 15.30. Directors congratulated all involved at Beacon

The meeting closed at 14.35.

Date of next meeting

To be confirmed but will be held at The Pocklington Hub