



Minutes of a Meeting of the Karten Network Board

10.30am -12.30pm, Thursday 16th November 2023

Remote Meeting – Microsoft Teams

Directors/Trustees present:

Arwyn Jones (Chair)
Rohan Slaughter (Vice-Chair)
David Finch
Paul Doyle
Joanne Rees-Proud
David Webster
Max Bianconi
Samantha Haddock
Emma Stewart
Julie Moores

Others present:

Dawn Green
Martin Pistorius
Sal Cooke

Minutes:

Ines Meza-Mitcher

Apologies:

None

Absent:

Robert Boyce

1. Karten Centre Focus – Linkage Specialist College

- Iain (learner) from Linkage College attended the meeting to give a presentation, which all present thoroughly enjoyed. Other learners and staff were also present.

2. Apologies

- No apologies had been received, although it was noted that Robert Boyce was not in attendance.

3. Declarations of business interests

- There were no new declarations of business interests.

4. Minutes of the last meeting

- The minutes were approved as a true record of the last meeting, with one exception – Paul Doyle was marked as an apology when he was in fact present. DG to amend.

5. Matters arising

- All matters arising had either been completed or were to be dealt with as part of today's agenda.

Items for discussion/decision/approval

6. KN Finances

- The 2022-23 year end position was discussed, as well as the Nuvoic closing position. DG's paper was taken as read. It was noted that the £69,000 granted from the Trust would always be tight as there was no uplift from the previous year, and our expenditure at the end of the year exceeded the grant by roughly £4.5k, which was linked to higher-than-expected legal fees dealing with the conversion to a charity. This was met by indirect funding from the Nuvoic project.
- It was noted that the independent examination was set for the beginning of December and a set of accounts would be brought to the February trustee meeting.
- It was noted that the Nuvoic project was now complete, with all final reporting signed off. There is some leftover funding allocated to the Network for indirect costs related to the project, and the board will need to decide what it does with this – there are no reporting requirements. The possibility of using these funds to pay for further fundraising was briefly discussed.
- The IKCT grant for the 2023-24 financial year was highlighted and DG's accompanying paper was largely taken as read.

7. IKCT Grant agreement verbal update

- Trustees were reminded that a written grant agreement was a requirement from the auditors. This grant agreement has been being drafted and is currently in progress – the Network is currently waiting for feedback from IKCT Trustees.

8. Charity Toolkit

- It was noted that DG had assembled the following documents (strategic plan, risk register, policies) into a collective folder entitled Charity Toolkit, and the board meeting to have ownership over these moving forwards.
- The task and finish group meeting gave an update. Thus far, one meeting has taken place. The group felt it would be helpful if a governance area of SharePoint where all the key documents could be kept. Trustees have received a link to this folder.
- It was also noted that the group had spent some time discussing policies, recognising the fact the Network is a small organisation and we need to make sure the policies are proportionate. However, there were nonetheless some gaps that need to be plugged. The policy framework document

summarises these. It was agreed that there needs to be some sort of document outlining freelancer responsibilities (on both sides).

- SC flagged the need for a governance calendar detailing when documents are required to be submitted and who to. **Governance calendar to be developed.**
- The Strategic Plan was discussed. The plan builds on a document we have had in place for some considerable time. Our charitable objectives are broad but they allow us to be more specific with certain projects. The strategic goals were discussed, particularly how, if they are not more specifically defined, we will be able to note that they have been achieved. It was agreed that the board would discuss this further and take it forward, as the meeting time today would not be sufficient to do this. It was further agreed that the strategic plan should be linked to the operational plan, and that it should also include a method of gauging impact. **Trustees agreed to send any further comments to DG via email.**
- The operational plan was looked at briefly and it was agreed the current format is fit for purpose. It was agreed that moving forwards this would be a standard agenda item for information.
- The possibility of an in-person workshop to finalise and discuss some of the issues raised was discussed. Trustees agreed this was a good idea. It was agreed that DG would take this forward.
- The risk register was discussed. Fraud as a particular risk was discussed, given the previous issue with the Nuvoic funds.
- Trustees were asked if anything was missing from the risk register. PF felt that reputational damage via operational mismanagement/bad publicity should be cited as a potential strategic risk.
DG to update documents based on discussion and feedback provided by email, they will be considered at the next meeting.

9. Karten Network Development Co-ordinator update

- DG's update was taken as read with no comments or questions.

10. Technology Adviser update

- MP's update was taken as read with no comments or questions. MP was thanked for his continued invaluable work for both the Network and the Trust.

11. Israel Karten Centres update

- It was noted that nothing had been received, given the current circumstances, but that DG has been in regular supportive contact with Debbie Ben-Tal. It was agreed that DG would pass our collective support onto Debbie.

12. Chair's business – approval of new Chair

- Colleagues were reminded that AJ would be stepping down at the end of the 2023 calendar year. Over the year expressions of interest in the role of Chair were required and one was received, from Joanne Rees-Proud.
- JRP left the meeting at that point to allow trustees to discuss her application. Trustees unanimously approved her as the new Chair from January 2024.



- AJ was warmly thanked by trustees for all his work over the years.

13. Any other relevant business

- There were no items for AOB.