



Minutes of a Meeting of the Karten Network Board

February 22nd, 2024

Remote Meeting – Microsoft Teams

Directors/Trustees present:

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

Others present:

Dawn Green
Sal Cooke

Minutes:

Ines Meza-Mitcher (via recording)

Apologies:

Martin Pistorius

1. Declarations of conflicts of interest

- There were no conflicts of interest noted.

2. Minutes of the previous meeting

- The minutes of the last meeting were agreed as a true record by those present. Any actions noted had either already been dealt with or would be dealt with as part of the meeting agenda.

3. Finances – 2023-24 budget

- The budget summary of the year so far was noted, as well as the budget agreed from the Trust. There were no comments noted.

4. Annual Accounts for 2022-23

- It was noted that the process was new this year for both the reports and the accounts, as this is the first year the Network has been a charity. JRP felt that the report was very detailed and helpful. DG

noted that Godfrey Wilson, the accountants, had been very supportive during the process, ensuring that this is well developed for future years.

- DF asked about a comment in the report stating all trustees are responsible for maintaining accounting records and sign off responsibilities. DG clarified that responsibility for sign off lies with the Chair, after approval by the rest of the trustees at this meeting.
- The trustees approved the accounts with no further comments or questions noted.

5. Grant agreement – verbal update

- DG gave an update on the grant agreement between the Ian Karten Charitable Trust and the Karten Network. For both organisations, this has been raised during the annual accounts process as a recommendation from the accountants. It has been agreed that this should be completed before the financial year end – so by the end of September 2024. This is because it is possible the accountants will not let it run over another year – it is likely to become a significant issue if this action is not complete. This will now be high priority for JRP, who will meet with Anthony Davis (Trust Chair) next month.

6. Charity toolkit (strategic plan, risk register and policies)

- The strategic plan was discussed first. There were no significant comments or questions on the strategic plan itself.
- The risk register was discussed next. At the last meeting there had been a general agreement that it was fit for purpose but there was a discussion around reputational damage, so this has now been added in. Trustees agreed that this was appropriately worded and weighted. DF felt there should be timelines stated where a specific action was time-bound. It was agreed that DG would update this and circulate. There were no further comments or questions on the risk register.
- The policies were discussed next. It was noted that as an organisation we have previously been very light on policies and, now we are a charity, it had been felt that we should have policies in place that are essential as an organisation. DG has written the policies and some of them are new. DG was thanked for her work. It was agreed that JRP and DG would also look at a calendar for reviewing policies. There were no further comments or questions on policies.

7. Karten Network Operational Plan

- DG asked for any comments or amendments from trustees. There was some discussion on social media and how best to utilise this. DG and RS agreed to discuss this further at some point when there was time. It was agreed that there should be some work done around finding out where people would like to see updates on social media – perhaps this could be done in the next newsletter. There were no additional comments or questions.

8. Karten Network Development Coordinator update

- DG gave an update to accompany the paper she had submitted. DG flagged the work that had gone into registering the Network as a charity – she is proud of what has been achieved, with no further involvement from lawyers. We are now completely compliant and everything that needs to be in place is in place. DG was thanked for her work with trustees.
- RS raised a point about the University of Dundee collaboration. He declared an interest as PI for that project but did not believe that it was a clash of interest. It was noted that funding had not been announced publicly yet but it could be discussed here as long as it goes no further. RS noted that the research project is funded by the Department of Education and is the first part of what is likely to be a three part project. The first part is to establish a training competency framework regarding Assistive Technology. The second and third phases (which are not yet funded) will encompass mapping and a web tool.

9. Technology Advisor Update

- MP's paper was taken as read with no further comments or questions. MP was thanked in his absence for all his hard work.

10. Israel Karten Centre Update

- It was noted that no update had been received, likely due to the continuing circumstances in Israel. Debbie Ben-Tal was wished all the best by trustees.

11. AOB

- It was noted the next meeting would take place on the 4th July, again via Teams.
- DG asked if it was useful for her to continue to get input from places like The Meath at the start of future meetings. It was agreed that this should continue.