

# LORDSHIP HUB CO-OPERATIVE

## BOARD GENERAL MEETING 5.4.2022

**Attendees:** *At Hub:* Dave Morris (Chair), Sandra Sutherland (Personnel), Carola (Staff rep), Yvonne Richards (Café Liaison), Sue Jameson (Secretary) *On Zoom:* David Selby (Treasurer), Carl John (Events) **Apologies:** Ruth Keeling (Comms), Nefertiti Marriot

### Draft agenda:

1. Intros/apols
2. Review of key items today
3. Mins of last meeting (March 8th + any matters arising)
4. BRIEF Current activity in the Hub [Including café/vols/hire etc] (see recent staff meeting mins)
5. Maintenance/repairs
6. Improvements [eg Roof, Weather Stn, Parking, Boiler]
7. Finances: [Including Hub forward budget]
8. Fundraising [Including Govt grant, solar panels, weather stn, volunteering?]
9. Personnel
10. Community Events [incl Events/Publicity Group update, Women's Day, Thursdays, Community Day, People Need Parks, etc]
11. Communications
12. Safeguarding
13. Board issues: [Including special board/staff meetings, 5-10yr strategy, additional Board Member?]
14. Membership issues
15. Legal issues - eg land registration, constitution
16. AOB – recycling, ParkRun, Friends AGM,
17. PART 2 [ANY CONFIDENTIAL PERSONNEL ISSUES]

**Minutes of last meeting 8<sup>th</sup> March 2022** Approved.

**Operations update:** Hub operations are ticking over well. Things are still slower than before Covid. Very useful and detailed staff meeting minutes circulated. Carola reported that office staff have had their first meeting. Staff feel that they can now take on more and support each other. Debra is updating the staff rota.

Sheni has resigned as support for the website as felt it was too complex technically. Sheni has given us a list of possible other candidates. We thank her for all her work done!

Issy has done a new and impressive Volunteer newsletter. We agreed we should apply for a volunteer kitemark provided funds are available.

**Repairs.** Roof repairs are ongoing. Boiler needs replacing - In Hand with Homes for Haringey. We will be getting the grant for solar panels. We are progressing the weather station.

**Finances** There's a technicality about hire fees. Carola, Valerie and David need to discuss. Also need to discuss recording of ad hoc payments and grant allocation of funds.

**Fundraising** Big Thank you to David who successfully applied for the govt Covid grant £2K. Issy is looking into awards for all £10K. We will get £21K for solar panels. OK Foundation gave us £300 - A joint project with them is being proposed.

**Personnel.** Amber is now on board in the café on a temporary basis. Valerie is on holiday. Valerie to review staff wages costs, and we can review whether to retain Amber.

We are happy for Sandra and Carola's to agree action re accrued holiday situation. Could be time off in lieu or payment. We need a policy around holidays. There's a possible contract alteration to consider. Ruth will send a sample from her employer. Sandra to draft a policy.

**Major Events.** Easter egg hunt and drumming etc. People Need Parks June 4<sup>th</sup>. Community Day in July. Luke Howard 250<sup>th</sup> anniversary Nov 26-27<sup>th</sup>.

**Communications:** Thank you to Sheni for her contribution to communications. We need to activate the supporters email list. Carola and Ruth to meet.

**Safeguarding:** No update.

**Board Issues:**

- Carl has some personal issues to sort out at the moment so is taking a back seat from the board at the moment. He still volunteers.
- Ruth has sent a doodle poll to sort a date for a board/staff strategy meeting.
- We discussed the frequency of board meetings and the number of items on the agenda. Keep under review

**Membership Issues** Event 02.07.2022 a big opportunity to engage and involve people..

**Constitution.** Dave is hoping to redraft the constitution in time to put to the July meeting.

**AOB**

- Park run : The council will pay the registration fee and they hope to have it up and running in the next couple of months.
- The Friends of Lordship rec AGM was very successful and a report was circulated.
- Next meeting, May 3<sup>rd</sup> , 5.30 at the Hub (plus zoom if requested)