

Meeting Date	Section No.	Section	Resolution No.	Resolution
May 2014	1.	Previous minutes	1.	<p>Resolution</p> <p>The Chair proposed the Board accept the minutes, with the agreed alteration to item 7. The minutes were accepted with no further changes.</p> <p>Moved: Marie Morrison.</p> <p>All Agreed</p>
	2.	Board Meeting Principles & Processes	2.	<p>Resolution</p> <p>The Board noted the following:</p> <ul style="list-style-type: none"> • The Operations Manager role will participate as the Board minute taker, and under request of/to the Executive Director can be invited to participate in the meeting. • The Official chain of command for Board communicate is via the Executive Director for all Secretariat staff. • The general principles discussed and presented within this section. <p>All Agreed</p>
	3.	Finances	3.	<p>Resolution</p> <p>The financial reports at 3.1 and 3.2 put to the Board by the Treasurer were accepted.</p> <p>Moved: Jo Cavanagh</p> <p>All Agreed</p>
			4.	<p>Resolution</p> <p>An updated DRAFT 2014-15 Budget will be provided to the board for endorsement via circular resolution, and in the event of a significant grant reduction an urgent board T/C would be convened.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>

	<p>5.</p>	<p>Resolution</p> <p>Appoint Marie Morrison to the Finance and Governance Committee.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>
	<p>6.</p>	<p>Resolution</p> <p>Establish a Constitutional (Governance) working Group to report to the Finance and Governance committee, working to a Board agreed brief to complete the work on the constitution for voting at the upcoming AGM.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>
	<p>7.</p>	<p>Resolution</p> <p>Follow up approach for Tony O'Hare and Judith Cross to continue with this work relating to the FRSA Constitution as they have the relevant history.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>
	<p>8.</p>	<p>Resolution</p> <p>The Board agreed in-principle to the capital expenditure proposed for IT refresh and Membership Database System, and requested that the secretariat develop a broader e-technology strategy addressing future needs and requirements.</p> <p>Moved: Jo Cavanagh</p> <p>All Agreed</p>
<p>4.</p>	<p>Executive Directors Report</p>	<p>9.</p> <p>Resolution</p> <p>The ED's verbal was noted by the board.</p> <p>Moved: Michael.</p> <p>All Agreed</p>

7.	FRSA Planning	10.	<p>Resolution</p> <p>The Board re-considered the Strategic Plan and agreed to make some minor amendments for endorsement via circular resolution prior to adoption.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>
		11.	<p>Resolution</p> <p>The board agreed to adopt the new format of the proposed strategic plan.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>
		12.	<p>Resolution</p> <p>The Board agreed to substitute 'Operations Manager' in lieu of 'Deputy Director' within the current FRSA Policy and Procedures Manual. The Board requested the Secretariat present a revised Delegations document for the July Board meeting.</p> <p>Moved: Deborah Hartman</p> <p>All Agreed</p>
		13.	<p>Resolution</p> <ul style="list-style-type: none">• The Board agreed to extend the Reconciliation Action Plan to 30 June 2015, and request that the Secretariat return to the August Board meeting with the following;• An updated report against progress, status of current achievements of the RAP, and draft a proposed process for updating and convene reference group (review who else should be invited). Noting this will also be required as part of Annual Report process. <p>Moved: Deborah Hartman</p> <p>All Agreed</p>

11. Membership Update	14.	<p>Resolution</p> <p>The Board confirmed the membership fees for 2014-15 with a slight increase as foreshadowed at the 2013 AGM.</p> <p>Moved: Michael Austin</p> <p>All Agreed</p>
	15.	<p>Resolution</p> <p>The Board agreed to the second recommendation in 11.1 with a comprehensive review of the membership post re-contracting.</p> <p>Moved: Jo Cavanagh</p> <p>All Agreed</p>
	16.	<p>Resolution</p> <p>The Board agreed to re-name the Optional Contributions fund to the Strategic Projects Fund, and provide additional rates of contribution to enable more organisations to contribute.</p> <p>Moved: Deborah Hartman</p> <p>All Agreed</p>
	17.	<p>Resolution</p> <p>The Board approved extension of the current committees with further review to be provided in December. It was agreed that the Research Action Committee is on hold awaiting further information on the Governments Expert Panel. FRSA Secretariat to advise committees in writing.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>
12. FRSA Operations	18.	<p>Resolution</p> <p>The Board considered the paper presented on the insurance review and agreed with all recommendations, noting the Secretariat will seek supplier's policy on privacy and hosting when considering Membership Database.</p> <p>Moved: Karen Field</p> <p>All Agreed</p>