



**Date: 25 MARCH 2017**

**Time: 12:00PM NZST**

**via: GoToMeeting**

## Board of Directors and Staff Meeting Minutes

### ATTENDEES

**Present:** Trent Oster (Chair), Lucy Morris (Vice-Chair), Farhad Javidi (Secretary), Vesa Raudasoja, Anne Toole

**Staff:** Kate Edwards, Jillian Mood

**APPROVED (please initial):** LA, FJ, DS, TO, LM, VR

**MINUTES** taken by Lucy; all times listed are PT unless otherwise noted

Upcoming Meeting(s)

- Board Only Meeting: TBD
- Board and Staff Meeting: TBD

12:13: Meeting called to order by Lucy.

#### Financial Update

Diann provides brief financial overview.

Trent asks for status on collecting accounts receivable.

#### Executive Director Update

Kate provides high-level organization updates.

12:17: Anne joins call.

Lucy motions to approve the budget. Anne seconds.

Anne, Lucy, Vesa, Trent and Farhad vote aye. Vote carries.

#### Mentor Programme

Lucy and Anne ask for clarification about Mentor Programme initiative.

Anne asks about PM role.

12:45: Farhad joins call. Votes aye on budget.

Farhad motions to adjourn meeting. Lucy seconds.

Meeting adjourned at 12:51PM NZST.