

BOARD OF DIRECTORS MEETING

AGENDA

**For the meeting
To be held on 11th December 2018 @ 6.00 pm
The Library**



In attendance: Mrs Johnston, Finance Officer, Mr Himmel, Associate Principal, Eaglewood,
Mrs Woods, (minutes)

1	18.00	Apologies		
2	18.00	Re-appointment of Chair		Mrs Woods
3	18.03	Appointment of Vice-Chairman		Chair
4	18.05	Re-appointment of Clerk		Chair
5	18.10	Board of Directors membership <ul style="list-style-type: none"> ➤ To accept the resignations of Mr Pressnell and Mr O'Sullivan ➤ To discuss and approve appointment of Malcolm Walker and Keith Craze (currently Members) as Directors 		Mr O'Sullivan
6	18.15	Declaration of: <ul style="list-style-type: none"> ➤ items likely to cause a conflict of interest/pecuniary interests: <ul style="list-style-type: none"> - confidential minutes to be taken at end of meeting = two items – members of staff will be asked to leave for one item ➤ Items to be taken under AOB 		Mr Pressnell Mrs Cook
7	18.20	Minutes of the Directors meeting held on the 17 th July 2018 Matters arising.	Enc 1	All
8	18.30	Update <ul style="list-style-type: none"> ➤ Eaglewood School – Mr Himmel ➤ Arnewood School – Mr Pressnell 	Enc 2 Enc 3	Mr Pressnell Mr N Himmel
9	18.50	Finance <ul style="list-style-type: none"> ➤ Forecast budget ➤ Charging for school trips. ➤ Finance Manual 	Enc 4	Mrs Johnston
10	19.05	Auditors report <ul style="list-style-type: none"> ➤ Audited accounts ➤ Management letter 	Enc 5 Enc 6	Mr O'Sullivan
11	19.15	CEO Report	Enc 7	Mr O'Sullivan
12	19.25	EFSA letter to The Accounting Officer – (standing item)	Enc 8	Mr O'Sullivan
13	19.35	Setting up of an Audit and Finance Committee	Enc 9	Mr O'Sullivan
14	19.45	Policies for approval from Trust Personnel Manual		Mr O'Sullivan

		<ul style="list-style-type: none"> ➤ Family Friendly Policy ➤ Organisational Change/Redundancy Policy & Procedure 	<i>Enc 10</i> <i>Enc 11</i>	
15	19.55	Additional meeting dates		Mrs Cook/Mr O'Sullivan
16	19.55	AOB		
17	20.00	Confidential minutes		
<p>Date of next meeting:</p> <p><i>12th February 2019 - tbc</i></p> <p>Future meeting dates:</p> <p>26th March 2019</p> <p>21st May 2019 - tbc</p> <p>18th July 2019</p>				