



Board Meeting

23 September 2024, 6.00pm – 8.00pm

CCRMO Office, 1 Opal Street SE11 4HZ & Teams

Present

Julien Kroll, JK
Steven Kerbel, SK
Amanda Tracey, AT
Jackie Steer, JS
Sally Seymour, SS
Linda Bishop, LB
Mike Corney, MC

In Attendance

Nigel Edward, NE

Apologies

Sylvia Newman, SN
KV Duong, KD
Monifah Philip, MP
Elvira Hernansanz Perez, EH
Michail Nazarenko, MN

Minute Takers

Julien Kroll and Sally Seymour

Name/ Item	Details
JK	Opens meeting and confirms quorum.
JK	Goes through purpose of the meeting
1	Approval of Previous Minutes: <ul style="list-style-type: none">JK went through the minutes from the 28th August 2024 Board Meeting.Minutes were approved. JK to send them to the office to publish them on the website

2	Conflicts of Interest: <ul style="list-style-type: none"> JK notified the board he has now no conflict of interest. 	
3	AGM Discussion: <ul style="list-style-type: none"> Board confirmed plans for the AGM 	
4	Financial Accounts: <ul style="list-style-type: none"> JK previously presented the accounts at an ad hoc meeting in September. JK and SK have since met with accountant in the office, and all question on the budget have now been resolved. 	
5	Board Member Training: <ul style="list-style-type: none"> Board agreed that this would be scheduled after the AGM, and once the new board members were known. 	EH to organise training for all members.
6	Auditor Tender Update: <ul style="list-style-type: none"> Board discussed the quotes received from 3 audit firms Board unanimously voted in favour of selecting alexanderaccountants.com 	JK to notify new auditor of their appointment
7	Board Member Changes at Upcoming AGM: <ul style="list-style-type: none"> Mandatory third retiring: JK, SS, MN, MC <ul style="list-style-type: none"> ➤ These board members confirmed they are not re-applying due to concerns regarding one of the remaining board members. Additional retiring: KD, MP New board candidates: JK confirmed that, so far, 1 application has been received by the office and was in the process of being checked for eligibility. NE raised a question on whether all Board Members that have joined since the last AGM were co-opted and therefore needed to stand for election at the upcoming AGM. However JK and SS explained that these Board Members were not co-opted, and instead were elected at an SGM meaning they did not need to stand for election at the upcoming AGM. 	SS to confirm legal advice received prior to the SGM where new Board Members were elected.
8	Staff and HR system: <ul style="list-style-type: none"> JK described how the current HR system can be used by staff to log their start time in 2 different ways: <ol style="list-style-type: none"> Scanning a QR code Using mobile phone GPS location 	<div style="background-color: black; width: 100%; height: 100%; min-height: 150px;"></div>

Board agreed that going forward the Board should be less involved in operational issues such as these, and that we would expect the new Estate Director to decide on these processes

[REDACTED]

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Next Board Meeting:

- Next meeting will occur after AGM, and once new board members have been on-boarded

JK

JK closed meeting and thanked everyone for their participation.

Meeting closed 20:00
