

N.Z. Federation for Deaf Children Incorporated



Minutes of the Executive Committee of the New Zealand Federation for Deaf Children Incorporated

Date:	Saturday 13 May 2017
Venue:	MH108 AUT South Campus 640 Great South Road Manukau
Meeting opened at:	1.35pm

Present	<p>Kate Whale, Catherine Trowbridge, Brent Burcher, Dana Cook, Meg Melvin, Justin Farquhar, Debra Bellon, Kirstin Johnson-Coombs, Brad Coombs, Matthew Valentine, Sara Valentine, Helen Mackay, Gill Bonnett, Rebecca Atkins-Toon, Vicky Collard, Lisa Daly, Teresa Monaghan, Tania Fincham, Haydn Wood</p> <p>Deborah Lynch, Rose Butler-Stoney - Interpreters</p>
Apologies	Andrea Craig, Kelly Davy (Taranaki), Tricia Lang (Wellington)
Welcome	<p>President Kate Whale</p> <p>Fantastic everyone could make it and thank you for making the effort for getting to the meeting.</p>
Additions to General Business	Nothing more to add.

<p>Introduction of Voting Delegates</p>	<table> <tr> <td>Taranaki</td> <td>Catherine Trowbridge</td> </tr> <tr> <td>Canterbury</td> <td>Teresa Monaghan</td> </tr> <tr> <td>South Canterbury</td> <td>Matthew Valentine</td> </tr> <tr> <td>Otago</td> <td>Lisa Daly</td> </tr> <tr> <td>Southland</td> <td>Vicky Collard</td> </tr> <tr> <td>Wellington</td> <td>Helen McKay</td> </tr> <tr> <td>Hawkes Bay</td> <td>Haydn Wood</td> </tr> <tr> <td>Bay of Plenty</td> <td>Brad Coombs</td> </tr> <tr> <td>Auckland</td> <td>Jill Bonnett</td> </tr> </table>	Taranaki	Catherine Trowbridge	Canterbury	Teresa Monaghan	South Canterbury	Matthew Valentine	Otago	Lisa Daly	Southland	Vicky Collard	Wellington	Helen McKay	Hawkes Bay	Haydn Wood	Bay of Plenty	Brad Coombs	Auckland	Jill Bonnett
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<p>Receive AGM Minutes 5 June 2016</p>	<p>MATTERS ARISING FROM 5 JUNE 2016 MINUTES</p> <p>Gill Bonnet was present at the last year AGM. Change Election of Officers - Andrea Craig - Wellington and Brent Burcher - Secretary.</p> <p>MOTION: That the minutes of the meeting dated 5 June 2016 be received and correct.</p> <p>MOVED: KATE SECONDED: JUSTIN CARRIED</p>																		
<p>President's Report (See Report)</p>	<p>Receive President's Report</p> <p>The NZFDC committee have committed to a camp such as the one we did last year on every second year due to the costs involved. In the 'off year' our plan is to have a little more focused strategic type planning, like what we had today and I am really happy with how it went.</p> <p>There have been lots of changes with Federation over the last few years, like how we run internally, what we do as a group nationally and locally. Kate feels privileged to be part of this proactive Committee. Everyone is at the same mind space as to where our kids want to and are going.</p> <p>We have a lot of things we want to do over the next few years, and we are starting to make those changes now. For us as parents of deaf kids, we don't have time for things to change slowly. While we as a Committee are trying to make changes we also need to pull in all of you from your parents groups - everyone has things they are passionate about, everyone has a specific part of the journey. Kate would encourage you to keep in contact with us. We are looking at putting together some working groups - would love to get you all involved. We are only 8 people - we are 8 people who have jobs, family, outside work commitments on top of volunteering on the committee. I would really encourage you to come to us if there is something you want us to work on.</p> <p>Rebecca, who is coming onto the Executive this year, approached us with the WINZ template for the disability allowance. She approached</p>																		

	<p>me, with the template and said can you put this out to other parents who are in the same position. It has helped a hell of alot of families out this year - thank you Rebecca. We are all fighting the same battles and working towards the same goals, but we need to work together.</p> <p>If we are looking ahead for the year, I would like to pass my huge thanks to Andrea Craig for her work on the Committee. We wish her the very best on her travels, and future. Thanks for your commitment and for her work she has done for the committee.</p> <p>Thank you Catherine who has been doing a lot of work in the background for all of the families that sign up and get the family information KITS. The feedback we get from parents about the KIT is just incredible. Families who are hitting rock bottom and don't know what their future holds are getting this KIT with hints and tips, books etc, and it helps immensely. Catherine is moving on to bigger and better things. All the very best to you and the future.</p> <p>To finish off, we have worked really hard to get the think tank started - it needs to continue to involve all of us. I know it is just one more thing to do but Kate would like to see the momentum continue. More information will come out pretty soon from Kate - please share with your networks, family groups, facebook, etc.</p> <p>Matters Arising NIL</p> <p>MOTION: That the President's report be received and correct. MOVED: KATE SECONDED: GILL CARRIED</p>
	<p>MOTION: Huge thanks to Rebecca from everyone for creating the WINZ document. MOVED: HELEN SECONDED: KATE CARRIED</p>
<p>Treasurer's Report</p>	<p>STATEMENT OF ACCOUNTS</p> <p>Just briefly - there is not much variation in the budget. There is extra money coming in for grants but Justin has kept projected budget as the same as the grants are coming in on a project based status. Greatest expense last year was the AGM; we got a substantial amount of funding for that from the NZSL Board but spent a bit ourselves. Not too much to remark on - not much high or low. Have a good handle on what we payout and what we have coming in.</p> <p>Nothing to say about the DIAS funding - we just roll that over - a quarterly funding - \$12,000 per quarter.</p>

	<p>Helen - that money comes from Ministry of Social Development - yes. Goes towards newsletter and family kits.</p> <p>Brad - obviously that big increase in the grants - that was a significant portion of our income. \$55,000 NZSL Board - specifically for AGM. AGM costs sitting quite low this year - yes it is a bit low. He talked to Jill about it last year and decided to keep it low - but we may need to increase it.</p> <p>Question for Brent from Kate - flights for this year, was it nearly \$6k.</p> <p>Our guaranteed income is very low and without providing for grants - we would be toast. It is part of our long term plan to have an ongoing source of grants that we can apply for for specific things. We can't rely on some grants if we keep using them. We can't get into the position of having our outgoings being more than our incomings.</p> <p>Brad - Is there a way of building up a fund that if we can't get a grant one year, can we have this in a buffer account?</p> <p>Justin - We have had term deposits in the past - Justin has tried to sort out some very messy banking to some structure.</p> <p>Beacon is the other source of money we can rely on for family group meetings.</p> <p>Rebecca - donations and fundraising - is that about normal? It seems low? Is there some initiatives in place.</p> <p>Fundraising is just for Fed - Grants is for specific items that we need or want to do.</p> <p>The donations was something we set up last year as a Givealittle page.</p> <p>Potential there - this week alone being NZSL week - online "hey donate to help", page.</p> <p>Meg - last AGM I volunteered myself to do funding. Targeted funding - it all comes back to strategy. When we have some task or goals, change our name, then you can market at looking at fundraising options. Lisa gave us a great idea about options - all comes back to strategy. Then you know what you are fundraising for.</p> <p>Kate - most of the funds we apply for are not for operational costs, they want to provide funds for camps, trips, etc.</p> <p>So Meg will put Lisa and Rebecca on the sub-committee for fundraising!</p>
	<p>MOTION: That the Audited Financial Statements 2016 be accepted. Moved: JUSTIN Seconded: CATHERINE Carried</p>
<p>Kits</p>	<p>Had a lot of families register - which is a really positive thing as we know we are getting our name out.</p> <p>The issue we have is most of the families come in is from word of</p>

	<p>mouth, facebook. We have issues with audiologists, but Kate had a wonderful meeting at the NFD last weekend, with the president of the audiological society. She didn't know much about us and said "we do really good stuff". She is keen to come on board - getting AoDC on board - some are fabulous.</p> <p>Please pass on to your families that it is not automatic that when they join a parents group they are automatically enrolled with Fed. They need to go on to the website and sign up themselves (we can't do it for them due to privacy issues, etc).</p> <p>Lisa asked if we had posters? We will get these printed when we have the new name sorted, along with pamphlets, uniform, etc.</p> <p>As of yesterday: 60 kits- very spread throughout NZ. 9 since last meeting.</p> <p>Catherine asked parents groups If you have updated pamphlets and an updated person for your contact, can you please pass this information onto the KIT Co-ordinator.</p> <p>Rachel asked the process of getting a KIT out which Catherine explained.</p> <p>Just changed process recently to include a "communications person" in - phones or emails them to say thank you very much is there anything we can help you with, clarify information, etc.</p> <p>Our goal in future is to have ideally kits going out to different life stages. The kit a family will need when they are born, compared to 4.5 when they are going to school - updated information, ongoing. This will involve more funding - so we can make these kits for next life stages.</p> <p>Helen - co-host on the website. Is that something we could do as a region, to add to it? Wellington need a website.</p> <p>Meg - it is still on my radar that you add groups to web page so you don't have to pay for hosting, etc. It will be an identity of your own but all your data can sit with you.</p> <p>Meg and Kate had a conversation about KITS - Meg popped up a diagram about kits automatically going out in certain points of the child's life.</p>
<p>ELECTION OF OFFICERS</p>	<p>There were two nominations - Gill from Auckland and Rebecca from Hamilton. No need to go for a vote.</p> <p>The nominations that came in were for: Kate Whale – President Kirstin Johnson-Coombs – Vice President Brent Burcher – Secretary Justin Farquhar – Treasurer Debra Bellon – Auckland Dana Cook – Hawkes Bay Gill Bonnett - Auckland Rebecca Atkins-Toon - Cambridge</p>

	<p>Rebecca and Gill introduced themselves to the meeting.</p> <p>Patron We currently don't have a patron</p> <p>Honorary Patron Zis Lurajud and Margaret Cooper – Honorary Patrons (to be confirmed)</p> <p>Honorary Solicitor Weston Ward & Lacelles, Christchurch</p> <p>Honorary Auditor Martin Wakefield Ltd, Timaru</p> <p>MOTION: That Gill Bonnett be elected as a Committee Member. MOVED: KATE SECONDED: DEBRA CARRIED</p> <p>MOTION: That Rebecca Atkins-Toon be elected as a Committee Member. MOVED: KATE SECONDED: DANA CARRIED</p> <p>The rest of the Committee are incumbent and are continuing on. Welcome to the new committee.</p>
<p>REMITS</p>	<p>THERE ARE NO REMITS.</p>
<p>GENERAL BUSINESS</p>	<p>Can you please approach your parent groups - we have a number of gaps on our database. The sheer volume of people we have to call - some we have phone number and no email addresses, ethnicity, ages, etc. If you have to do any funding for applications - you need to have ethnicity. It would be appreciated if we could get some updated information (be a bit careful if we pass on information of details, can you please encourage all of your parents to flick us an email with updated emails.) Kate will send an email to parents group for us to email around.</p> <p>Meg and Kate will work on an update form, keep it quite plain.</p>
	<p>We have applied for a grant - 6 month research advocacy project for parents - how do we upskill our parents to fight for their kids education when they don't know what to fight for and how to do it? The funding should cover a person for two days a week (or two people for a day a week) to do some research and find out if it is possible to run advocacy workshops throughout NZ.</p> <p>We have a 6 month block to be working on the research behind we are able to take this further. It is a goal for the NZFDC to not be the people doing the work, but to help and support parents to advocate for their child and we are in the background. The ability to know what to fight for is the most powerful success predictor of deaf children across the globe. If deaf kids and families feel confident and</p>

	<p>supported, these kids have massive differences of what they get.</p> <p>You will be contacted so we can find out how this can happen and how it can happen at each region.</p> <p>Gill - do we have a paid member to do the work that is needed to be done?</p> <p>Kate - No we don't. It is something we have considered, as the workload is pretty high and can be time consuming on top of full time work and family. However finding fundng for this could be tricky as Lotteries is one of the few funds that will fund a salary. Most fundholders don't. What we are doing now is step one. Next year we apply for funding to roll out the workshops if we see it as feasible. Then we can find a project manager part time for a year or so. .</p>
Meeting Closed	3.00pm
Next Meeting	
 <p>Chairperson's signature</p>	<p>13 May 2017</p> <p>Date</p>