

Gosford Foundation Trust Management Committee Meeting Record 26 May 2020



Location:	Skype Meeting	
Date:	26 May 2020	
Time	Started at: 3.15pm	Closed at: 3.57pm
Chair	Councillor Jane Smith	
File Ref	F2018/00731	

Present:

Councillor Jane Smith, Gary Murphy – Chief Executive Officer, Clive Blunt, Barbara Wills

Staff present:

Phil Cantillon – Unit Manager Leisure and Lifestyle, Shane Sullivan – Unit Manager Governance and Business Services, Rebecca Cardy – Heritage Officer (left 3.43pm), Kelly Drover – Advisory Group Support Officer

Item 1 Welcome, Apologies and Acknowledgement of Country

Apologies received: Nil

The Chairperson, Councillor Jane Smith, declared the meeting open and completed an Acknowledgement of Country and Connection to Land statement.

Item 2 Disclosure of Interest

The Chair called for any declarations of interest.

No disclosures received.

Item 3 Confirmation of Previous Meeting Record

The Committee confirmed the Meeting Record from 25 February 2020.

The Committee discussed the Action Log.

Item 4 Potential Heritage Public Art and Conservation Projects (Action 33)

Rebecca Cardy (Heritage Officer) discussed the Heritage and Public Arts Projects list that had been circulated to the Committee.

It was noted that 4 of the projects were strongly associated with Rotary Clubs and it may be a good idea to speak to them about partnering, particularly the four Gosford clubs.

Action: Advisory Group Support Officer to email Committee members asking them to rank the list of projects.

Action: Top 3 ranked projects to be provided to Rebecca Cardy who will come back to the Committee with additional information on what is required including funding and any other potential interest groups.

Item 5 Update on stand-alone website for the Trusts (Actions 27 and 28)

Shane Sullivan (Unit Manager Governance and Business Services) provided an update on a stand-alone website for the Trust including the proposed design for the website.

The example which has been developed for Protection of the Environment Trust Management Committee was provided - <https://protectionoftheenvironmenttrust.org.au>, noting that the two Trusts will have their own stand-alone websites.

Finance staff have been working with Westpac to progress the payment method which is the main hurdle at this stage.

Shane is working with Phil Cantillon to obtain photos and content for the Gosford Foundation Trust website. It will be an 8 – 12 week lead time for completion of the website.

Recommendation: The Committee recommend that Council as Trustee approve the spend of \$910 per annum for the operation of the website and that this be funded from the Fund.

Item 6 Recommendations on professionals for philanthropy advice (Action 29)

The Committee discussed the report on philanthropy advice for the Trust.

The Committee discussed the idea of contacting the agencies to ask for a quote, however agreed that it is currently not the right economic climate to be spending money on this when we have a website that will be up and running soon and will hopefully help to make it easier for people to make contributions.

Action: That philanthropy support for the Trust be included on the agenda for the first Gosford Foundation Trust meeting of 2021.

Item 7 Finance Report (Standing Agenda item)

The Committee noted the Finance Report.

The Chair noted discussions that had been held in the earlier PoET meeting regarding an audit of the PoET financial accounts and it was agreed that Gosford Foundation Trust should be included in this review.

Action: The Committee request Finance staff to complete an internal review of Gosford Foundation Trust financial accounts and provide advice on what factors could be used to trigger a routine audit of the Trust.

Item 7 General Business and Close

No General Business.

The meeting closed at 3.57pm

Next Meeting: Tuesday 18 August 2020
3pm – 4pm
Location TBA