

Venue: TNC, Sai Ying Pun

Date: 7th September 2016 at 6.35pm

Present:

David Nesbitt (DMN)

Andrew Sheard (AS)

Nora Leung (NL)

Dominic Scott (DS)

Surinder Punjya (SP)

Jamie Spence (JS)

Absent:

Catherine Graham (CG)

Richard Bates (RB)

Approval of Minutes

Minutes from May 6, 2016 proposed as read by DS, seconded JS. All voted in favour.

Chairman's remarks

- Meetings with 4 potential Board Directors with Legal, Communications, Finance & Operational backgrounds
- Meeting with HKMM regarding renewal of Café 8 lease
- Meet and greet with TNC staff scheduled until after the appointment of Head of Special Needs
- Minutes and any relevant documentation to be sent out prior to the meeting date to give time for everyone to digest etc

Surinder Update

- Approval from LCCI (London Chamber of Commerce & Industry) for TNC to offer International Qualifications. Business English Course will start in September at Clifford Chance. 8 students working in SEs will attend.
- TNC invited to be part of the organizing committee for the Workability International / Workability Asia Annual Conference in HK in June 2017 alongside other larger HK NGOs.
- Student numbers: 26 F/time, 20 P/time.
- Overview of financials given and request for details to be sent out prior to meeting with a few explanatory notes.
- Head of Special Needs – 80 applicants shortlisted to 5/6. Interviews 19/20/21 Sept.
- Professional Development Fund for staff available until 2017. The funds have assisted us to up-skill and

retain staff at the Centre.

- 10 Interns have joined this year. Mainly SALT and Psychology students

Update on SEs – The Nest and Café 8

- Several respected organizations and institutions across Hong Kong have approached TNC with a view to us running more Coffee and Canteen enterprises. The Board requests that each opportunity is thoughtfully and fully investigated before any future decisions are made.
- Kaho has left The Nest and Yuki will replace him. Very experienced and good at training.
- Meeting with the HKMM to discuss procedure for lease renewal of Café 8.

Articles of Association

- DMN and solicitor to amend following discussion regarding wording etc.

Centre Redesign

- NL visited the centre and has provided a rough reconfiguration of the space. To be discussed at future Board Meetings.

Next meeting: 7th December 2016