



Draft Minutes of the extraordinary meeting VAAC Board
26th July 2016, Bognor Regis Town Hall

Present: Miranda Cormell – Vice Chair ACCORD (MC)
Chris Dawe – Treasurer (CD)
Sue Holmes – Trustee (SH)
Joanne Kondabeka – Chichester Foodbank (JK)
David Ribbens – Trustee (DR)
Tony Sneller – Chair (TS)
Hilary Spencer – Chief Executive (HS)

Apologies: Clare de Bathe – Trustee Chichester Development Trust (CdB)
Marjorie Graham – Trustee Snak Shack (MG)
Miranda Litchfield – Trustee

TS outlined the purpose of the meeting was to discuss the need to replace Kate Scales by the end of September. The VAAC team cannot function without someone to manage and lead the development team.

This important post had become vacant as we are looking to Hilary's stepping down from her role as CE in March 2019. CD had suggested that we should be taking a long term perspective and giving consideration as to how VAAC should look and operate in the future before employing a Development Team Manager to keep our options open.

TS stated that we have already agreed to set-up a working group to look at the appointment of a CE post April 2019

HS made clear that she is not proposing that we employ a CE designate - or that Chris Broggi was being lined up for this role, or that she would want it.

TS suggested that Hilary's proposal enables us to maintain the status quo and provides flexibility for the future.

CD expressed concern at the limited project management capacity. He also suggested that we should be developing management potential from within the staff team.

The use of volunteers to support the staff team was also discussed but HS explained that experience shows it is not easy to attract volunteers for the profile of the work that VAAC does.

SH stated that in her view it was vital that the post was filled as quickly as possible. The VAAC team had already been through some staff changes and Kate's knowledge and expertise was going to be missed. It was important that staff were not put under too much pressure. It would be better to fill the position, based on the proposed job description prepared by HS and KS, and then the Trustees could look at the longer term issues through the proposed working group.

After a lengthy discussion it was proposed by TS that the job description that Hilary and Kate had drawn up (see attached) was accepted and this was unanimously agreed.

It was also agreed that the CE succession working group would be agreed at the meeting on the 9th August and that this would also consider the broader issues of the structure and development of the VAAC team.

President: Marian Wilder

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