

Healthwatch Oxfordshire Board of Directors

Date of Meeting: 24th July 2016	Paper No: 2
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Title of Presentation: Draft minutes of the Board workshop held on 21 st June 2016


This paper is for	Discussion		Decision	x	Information	x
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Purpose and Executive Summary (if paper longer than 3 pages):

Financial Implications of Paper: None
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Action Required: The Board is asked to: <ul style="list-style-type: none">• Approve the draft minutes• Note any matters arising
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Author: Carol Ball

Title: Draft Healthwatch Oxfordshire (HWO) Board Workshop Minutes			
Venue: Exeter Hall, Kidlington		Date: 21/6/16	
Time: 16.00 -18.00	Chair: Eddie Duller OBE (ED)		
Minute Taker: Carol Ball (CB)			
Attendees: Board members: Eddie Duller OBE (ED), Tracey Rees (TR), George Smith (GDWS), Richard Lohman (RL), Rev Caroline King (CK), Jean Nunn-Price (JNP), Geraldine Shepherd (GS) from 4.25pm Staff in attendance: Carol Moore (CM), Executive Director, Carol Ball (CB) Business Manager,			
Apologies : Jen Marks, Kanika Lang, Richard Maynard			
Agenda item	Notes		Action by
1	Finance The Board were asked to approve the recommendation that Carol Ball in her position as Business Manager be added as an authorised signatory on the Company Bank Account. The Board unanimously agreed the recommendation.		
2	Update on Executive Director recruitment Ed updated the Board on the recruitment process to date and any interim arrangements. ED asked the Board to agree that both he and TR continue to develop the process with the Board being kept fully informed. The Board agreed that ED and TR continue to work on the recruitment of an executive Director.		