

## **VCN Board of Directors Meeting Notes – July 26, 2004**

Board Members Present: Richard Smith, Madeleine Butschler, Jonn Olldym, Ruth Tsukishima.

Others: Peter Royce (staff), Mike Gurstein (guest)

Regrets: Amali De Silva,

Absent: James Sayre, Patrick Clarke, Craig McLaughlan, Scott Nelson

### *1. Agenda*

Agreed with guest to speak first

### *2. Previous Minutes*

Ruth was added to those present at the July 5<sup>th</sup> Board of Directors meeting, and the minutes were corrected to include “Another Board member to preview budget with Ruth” at the end of the section titled “Financial Report.”

### *3. Guest: Mike Gurstein*

Mike provided an update on last months presentation regarding possible strategic directions by suggesting the emerging field of e-democracy. He mentioned a number of exciting projects happening around the world including in Queensland, Grand Rapids, Davis and others.

CRACIN: Mike reported that the essay model for VCN’s involvement was accepted and Board members brainstormed other topics. Mike will develop a invitation for graduate student proposals to be circulated in early September. VCN will host a workshop in March of 2005 on Human Capital Development and Broadband.

### *4. Finances*

#### *a) Restricted funds in prior year:*

Board members reviewed the November 2003 minutes and agreed that the restricted funds will be reflected in future financial statements

#### *b) Current financial statements (Ruth Tsukishima)*

Ruth, as Treasurer, presented the statements for June 30, 2004. Concern was raised over the potential cash flow with outstanding payments due from the CAP project and CLN. Staff will contact the Board if neither have been received by August 15.

#### *c) Budget*

The budget will be presented in September for approval, however it is recognised that

financial statements for the new fiscal year will be based on the draft budget.

*d) Audit*

The Board would like to have the society's AGM in October so staff will request an audit in early October. Peter will call Gary Wozny to request this.

*5. Co-ordinators Report.*

Peter had been on holiday for much of the preceding month, but presented a brief update (see report circulated to the Board)

*6. Privacy Workshop*

Madeleine and Amali presented a very successful Privacy Workshop to around 16-18 VCN volunteers. Both were impressed by the level of volunteer commitment and interest – so the workshop continued for longer than was planned.

*7. Personnel*

The meeting was reminded that all staff are to present the Personnel Committee with job descriptions by August 31.

*8. Correspondence*

Three items of correspondence were received from Amali and attached to the Board package for distribution to Board members (see correspondence to Board list)

*9. Adjournment*

The meeting was adjourned and it was noted that there will be no meeting in August.