

Chair's Notes

Trustee meeting OWD 8-10th Feb 2019

Trustees had a tour of the house to see recent updating and outstanding tasks. On Saturday afternoon Trustees had a tour of the outside, seeing the grounds and buildings with special reference to the recent buildings condition survey.

The buildings at OWD are in a good state. The repairs recommended by the buildings surveyor will be actioned by the OWD management committee.

Our treasurer continues to do sterling work with our accountants Alwyn's, achieving clarity. Gift aid is to be processed. [We will now use the accounting software Zero \(currently used at both centres\) for our Central Trust accounts.](#) The treasurer will then be able to download monthly accounts. We will then review our accounting needs and accounting costs.

The investments were reviewed and are performing in line with the market.

Capital investment plans were discussed. Bradwell will repair the old field hut and do a feasibility study for the extension to the main building. OWD will get more detailed information from contractors and consider local project management as a way of reducing costs of the four seasons studio.

OWD is working with an external consultant to bring its health and safety processes up to date. Safeguarding policies and procedures are being updated by Liz Johnson and there will be face to face training at both centres for staff, trustees and volunteers.

The trustees are grateful to Gareth James and Robin Shaw for their work to get a not for profits account with G Suite. Trustees now have @othona.org e-mail addresses and access to secure document storage. There is also facility for virtual meetings. These have been used by a small group looking at IT issues for the community. We look forward to using the facility to work in small groups on topics between our main meetings.

Clare Gough

18.02.2019