

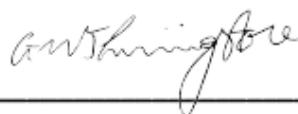
EPILEPSY NEW ZEALAND BOARD MEETING		
Date and time Held	21 August 2025, 9.00am	
Venue	Teams meeting	
Board Members Present	- Glenn Livingstone (Chair) - Philippa Tolley - Ricky Bennett	- Chris Selbie - Dave Guruge - Tess Ahern
Additional attendees Present	Bobbi Oliver - Marketing & Fundraising Manager (for item	
Apologies	Sue Murray, Board Secretary	Tracy Tierney, CEO

Item	Lead
1. Welcome & Introductions Members were welcomed.	Chair
2. Board Only Time	Chair
3. Apologies Tracy Tierney – Called home to a family emergency.	Chair
4. Declarations of Interest The following conflicts for matters on this agenda were declared: No conflicts declared	Chair
5. Confirmation of Previous Minutes - Motion Carried “That the minutes from the board meeting held on 11 August 2025 be confirmed.” Phillippa /Chris - Noted that minutes are now being put on the website. Members to be advised of this at the AGM. Action register review CEO not available to provide an update on the outstanding matters on the action register so they are to be carried forward.	Chair
6. Business Case – Gift in Wills Programme Motions Carried: “That the board: Approves upgrading to Gathered Here Premium at an annual cost of \$3,600 + GST and \$2,000 + GST for marketing purposes – Total approval request of \$5,600 + GST pending supply of additional information requested. Notes that in the next financial year, consideration will be given to offsetting some or all of this cost through reduction in other marketing activities. Notes the alignment with the strategic goal of securing long-term sustainable income.	Bobbi Oliver

Minutes

Board requested additional information related to the use of codicils, value/function of the credits.	
7. Workshop – Board moved into committee To have an informal discussion about planning for 2026 and related matters	Chair
8. Meeting Close 11 am	

Action Register – items forward and new actions from this meeting		
Deadline	Action	Lead
By next FAR meeting	Review of the Risk Register. Needs to be updated and rationalised with a focus on key organisational risks	CEO
TBC	Undertake due diligence on subcommittee structure and provide recommendations to the board including the potential need for an investment subcommittee. Timing of this work needs to be reconsidered alongside other board priorities. Likely to later in the year	CEO
ASAP	Prepare a letter to the Auditor thanking them for the audit and to outline the steps already undertaken by the board to address issues raised and their commitment to progress others.	CEO
AGM	Advise members at the AGM that minutes are now put on the website once confirmed.	CEO
ASAP	Provide additional information requested by the Board related to the use of codicils, value/function of the credits.	Bobbi



Signed as Confirmed Minutes
 Glenn Livingstone
 President