

BOARD OF DIRECTORS

Bi-Monthly Meeting

Agenda

Meeting:	Board of Directors	Date:	Thursday, 27 April 2023
Meeting No.:	2/2023	Time:	5.30pm
Chair:	Edwin Vandenberg	Venue:	The Courthouse, Warragul

Members In Attendance:

Edwin Vandenberg	Board Director/Chair
Debra O'Keefe	Board Director/Secretary
Bryan Leaf (tentative)	Board Director
Leisa Harper	Board Director
Maxine Davies	Board Director
Robyn George	Board Director

Apologies:

Peter Clement	Board Director
Marianne Fontaine	Board Director

In Attendance:

Jenelle Henry	Chief Executive Officer
Lora Moulton	Executive Assistant/Minute Taker

Agenda No.	Subject
1.	<p>Acknowledgement</p> <p>I acknowledge the traditional custodians of the land we are meeting on today, the Gunnai Kurnai people, and pay my respects to their Elders, past present and emerging.</p>
2.	<p>Appointment Of Positions</p> <p>Time Keeper: Lora Moulton Minute Taker: Lora Moulton</p>

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3.	<p>Declaration Of Conflict Of Interest</p> <p>Nil</p>
4.	<p>Confirmation Of Previous Minutes</p> <p>Motion: That the minutes of the previous meeting, held on Thursday, 16 February 2023, be accepted. <i>See Appendix A</i></p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p>
5.	<p>Matters For Board Discussion & Decision</p> <p><u>5.1 Action List</u> <i>See Appendix B</i></p> <p>Motion:</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p> <p><u>5.4 Mission, Values & Philosophy</u> <i>See Appendix C</i> Graphics (static and animated) from Rhiannon.</p> <p>Motion:</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p> <p><u>5.5 Sale of Trailer</u></p> <p>Motion:</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p>

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6.	<p>CEO Report</p> <p><u>6.1 Report</u> <i>See Appendix D</i></p> <ul style="list-style-type: none"> • Headway Team • Financials (see Financial Report below) • Incidents/Complaints/Quality & Safeguarding • General Updates <p>Motion: That the CEO Report be accepted. Moved: Choose an item. Seconded: Choose an item.</p>
7.	<p>Financial Report</p> <p><u>7.1 Balance Sheet</u> <i>See Appendix E</i></p> <p><u>7.2 Profit & Loss</u> <i>See Appendix F</i></p> <p>Motion: That the Financial Report be accepted. Moved: Choose an item. Seconded: Choose an item.</p>
8.	<p>Other Business</p> <p>Nil</p>
9.	<p>Board Correspondence</p> <p>Nil</p>

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10.	<p>Next Board Meeting</p> <p>Date: Thursday, 15 June 2023 Time: 5.30pm Venue: The Courthouse, Warragul</p>

Meeting Closed	
Date:	Thursday, 27 April 2023
Time:	
Chair:	Edwin Vandenberg
Signature:	n/a
Date signed:	n/a