

BOARD OF DIRECTORS
Bi-Monthly Meeting
Agenda

Meeting:	<u>Board of Directors</u>	Date:	<u>Tuesday, 13 June 2023</u>
Meeting No.:	<u>3/2023</u>	Time:	<u>5.30pm</u>
Chair:	<u>Edwin Vandenberg</u>	Venue:	<u>via Microsoft Teams</u>

Members In Attendance:

Edwin Vandenberg	Board Director/Chair
Debra O'Keefe	Board Director/Secretary
Robyn George	Board Director/Treasurer
Leisa Harper	Board Director
Phil Drummond	Board Director

Apologies:

Marianne Fontaine	Board Director
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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, 27 April 2023, be accepted.</p> <p>Appendix A pages 5 & 6</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></p> <p>Appendix B page 7</p> <p>Motion:</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p> <p><u>5.4 2023/24 Budget</u></p> <p>Appendix C pages 8 to 10</p> <p>Motion:</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p> <p><u>5.6 Resignation Of Bryan Leaf</u></p> <p>Acknowledge and discuss Bryan’s resignation. We will be presenting Bryan with a card and letter, along with a gift card as a token of appreciation.</p> <ul style="list-style-type: none"> • A letter thanking Bryan for his dedication is currently being prepared. • Discuss and agree on the appropriate value for the gift card. <p>Action Lora to purchase/arrange the above.</p>

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6.	<p>CEO Report</p> <p><u>6.1 Report</u></p> <p>Appendix D pages 11 to 13</p> <p>Motion: That the CEO Report be accepted.</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p>
7.	<p>Financial Report</p> <p><u>7.1 Balance Sheet</u></p> <p>Appendix E page 14</p> <p><u>7.2 Profit & Loss</u></p> <p>Appendix F page 15</p> <ul style="list-style-type: none"> • April 2023 <p>Appendix G page 16</p> <ul style="list-style-type: none"> • May 2023 <p>Motion: That the Financial Report be accepted.</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p>
8.	<p>Other Business</p> <p>Donation made to Peter Clement, from Board Of Directors.</p>
9.	<p>Board Correspondence</p> <p>Nil</p>

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10.	<p>Next Board Meeting</p> <p>Date: Thursday, 17 August 2023 Time: 5.30pm Venue: The Courthouse, Warragul</p>

Meeting Closed	
Date:	Tuesday, 13 June 2023
Time:	
Chair:	Edwin Vandenberg
Signature:	n/a
Date signed:	n/a