

BOARD OF DIRECTORS

Bi-Monthly Meeting

Minutes

Meeting:	Board of Directors	Date:	Thursday, 27 April 2023
Meeting No.:	2/2023	Time:	5.55pm
Chair:	Edwin Vandenberg	Venue:	The Courthouse, Warragul

Members In Attendance:

Edwin Vandenberg	Board Director/Chair
Debra O'Keefe	Board Director/Secretary
Robyn George	Board Director/Treasurer
Bryan Leaf	Board Director
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.	Declaration Of Conflict Of Interest Nil
4.	Confirmation Of Previous Minutes Appendix A pages 7 & 8 Motion: That the minutes of the previous meeting, held on Thursday, 16 February 2023, be accepted. Moved: Leisa Harper Seconded: Debbra O'Keefe
5.	Matters For Board Discussion & Decision <u>5.1 Action List</u> Appendix A pages 9 & 10 <u>5.2 Mission, Values & Philosophy</u> Graphics (static and animated) from Rhiannon. Reviewed by all Board members and Option 2 selected. <u>5.5 Sale of Trailer</u> Motion: Sell the trailer. Moved: Debbra O'Keefe Seconded: Robyn George Action Edwin to look into comparable pricing.

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6.	<p>CEO Report</p> <p><u>6.1 Report</u></p> <p>Appendix C pages 11 & 12</p> <p>Motion: That the CEO Report be accepted. Moved: Leisa Harper Seconded: Robyn George</p>
7.	<p>Financial Report</p> <p><u>7.1 Balance Sheet</u></p> <p>Appendix D page 13</p> <p><u>7.2 Profit & Loss</u></p> <p>Appendix E pages 14 & 15</p> <p>Motion: That the Financial Report be accepted. Moved: Robyn George Seconded: Phil Drummond</p>
8.	<p>Other Business</p> <p><u>8.1 Planning</u></p> <p>Appendix F page 16</p> <p>Photograph of whiteboard at conclusion of Planning meeting held on 23 March 2023, from Edwin.</p> <p>Discussion on how best to move forward with ideas in Appendix B. All agree on the need to unpack each of the options to explore what comes next.</p>

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	<ul style="list-style-type: none"> • Accommodation <ul style="list-style-type: none"> ○ Multitude of options ○ Could incorporate holidays • Acquisition/merger <ul style="list-style-type: none"> ○ Noweyung, but there could be other options • Holidays <ul style="list-style-type: none"> ○ Head away with Headway ○ Providing a service, rather than real estate • Allied health <ul style="list-style-type: none"> ○ Hiring/renting out rooms to providers • Employment <ul style="list-style-type: none"> ○ Pathways to employment ○ Services for skills and training ○ Business to provide employment • Day service <ul style="list-style-type: none"> ○ Care/respite for carers <p>Action Jenelle to provide Board members with pros and cons for accommodation options, in the next week.</p> <p>Action Each Board member to brainstorm and provide a short paragraph outlining what they think could happen, for each topic.</p> <p>Action Jenelle to provide the following information for each topic, as soon as she can, to assist with brainstorming from each member.</p> <ul style="list-style-type: none"> • Pricing • Structure • Registrations <p>Next Meeting Wednesday, 10 May 2023 4pm til 6pm Boardroom at the Morwell office</p>

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	<p><u>8.2 Performance Assessment</u></p> <p>Board members agree to make a start on this and be ready for a short discussion on it at the above Planning meeting.</p> <p><u>8.3 Correspondence from CEO Collaboration Group</u></p> <p>Appendix G pages 17 & 18</p> <p>Letter to Bill Shorten</p> <p>Appendix H pages 19 to 20</p> <p>NDIS Annual Price Review</p> <p>Both were read aloud by Edwin.</p> <p><u>8.4 Conflict of Interest Consideration</u></p> <p>Robyn has advised that she was working on a private loan application, in her professional employment, with an employee of Headway Gippsland Inc.</p>
9.	<p>Board Correspondence</p> <p>Art Exhibition at Wonthaggi Library, on 31 March 2023, was attended by Deb.</p>
10.	<p>Next Board Meeting</p> <p>Date: Thursday, 15 June 2023</p> <p>Time: 5.30pm</p> <p>Venue: The Courthouse, Warragul</p>

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Meeting Closed	
Date:	Thursday, 27 April 2023
Time:	7.29pm
Chair:	Edwin Vandenberg
Signature:	
Date signed:	