

BOARD OF DIRECTORS
Bi-Monthly Meeting
Agenda

Meeting:	Board of Directors	Date:	Thursday, 17 October 2024
Meeting No.:	5/2024	Time:	5.30pm
Chair:	Phil Drummond	Venue:	Boardroom, Morwell office

Members In Attendance:

Phil Drummond	Board Director/Chair
Leisa Harper	Board Director/Secretary
Emma Vandenberg	Board Director
Gary Dore	Board Director
Jo Harris	Board Director
Kate Yeowart	Board Director

Others In Attendance:

Jenelle Henry	Chief Executive Officer
Lora Moulton	Executive Assistant (& Minute Taker)

Apologies:

Nil

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>

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2.	Appointment Of Positions Time Keeper: Lora Moulton Minute Taker: Lora Moulton
3.	Declaration Of Conflict Of Interest Nil
4.	Confirmation Of Previous Minutes Motion: That the minutes of the previous meeting, held on Thursday, 22 August 2024, be accepted. Appendix 4.1a Moved: Choose an item. Seconded: Choose an item.
5.	Matters For Board Discussion & Decision <u>5.1 Action List Review</u> Appendix 5.1a To be reviewed <u>5.2 Audit & Risk Subcommittee</u> Update to be provided by Gary: <u>5.3 Governance Subcommittee</u> Update to be provided by Leisa:

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6.	<p>CEO Report</p> <p><u>6.1 Report</u></p> <p>Appendix 6.1a - CEO report</p> <p>Motion:</p> <p>That the CEO Report be accepted.</p> <p>Moved: Choose an item.</p> <p>Seconded: Choose an item.</p> <p>No descent</p>
7.	<p>Financial Report</p> <p><u>7.1 Balance Sheet</u></p> <p>Appendix 7.1a - Balance Sheet (collapsed) - August 2024</p> <p>Appendix 7.1b - Balance Sheet (collapsed) - September 2024</p> <p><u>7.2 Budget vs Actual</u></p> <p>Appendix 7.2a - Budget vs Actual - August 2024</p> <p>Appendix 7.2b - Budget vs Actual - September 2024</p> <p>Motion:</p> <p>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><u>8.1 Strategic Planning</u></p> <p>Appendix 8.1a</p> <p>Appendix 8.1b</p> <p><u>8.2 Property at Welshpool</u></p> <p><u>8.3 Property at Catherine Street, Morwell</u></p> <p><u>8.4 Board Performance Assessment</u></p> <p>Appendix 8.4a</p>

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	Discussed at last meeting and agreed to revisit at this meeting. <u>8.5 Board Vacancies</u> <u>8.6 In Camera Session</u> Discussion of CEO contract, and review of staff bonuses for the financial year.
9.	Board Correspondence Nil
10.	Next Board Meeting Date: Thursday, 14 November 2024 Time: 5.30pm Venue: The Courthouse Restaurant, Warragul

Meeting Closed	
Date:	Thursday, 17 October 2024
Time:
Chair:	Phil Drummond
Signature:
Date signed: