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| **Meeting:** | Governance Committee  | **Date:** | Tuesday, 26 November 2024 |
| **Meeting No.:** | 5/2024 | **Time:** | 5.30pm |
| **Chair:** | Leisa Harper  | **Venue:** | Online  |

**Members In Attendance:**

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| Phil Drummond | Board Director/Chair |
| Leisa Harper | Board Director/Secretary |
| Emma Vandenberg | Board Director |
| Kate Yeowart  | Board Director  |
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| **Agenda No.** | **Subject** |
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|  | **Acknowledgement**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. |
|  | **Appointment Of Positions**Time Keeper: Leisa HarperMinute Taker: Leisa Harper |
|  | **Declaration Of Conflict Of Interest**Nil |
|  | **Confirmation Of Previous Minutes**Motion: That the minutes **(Appendix One)** of the previous meeting held on Thursday 10 October, be accepted.Moved: Kate Yeowart Seconded: Emma Vandenberg |
|  | **Matters For Committee Discussion & Recommendation to the Board**5.1 Review the Purpose Statement Changes from CEO. Motion: That the purpose statements be presented to the HG Board for discussion and subsequently forwarded to the lawyer for review.Moved: Phil Drummond Seconded: Emma Vandenberg |
|  | 5.2 Review the Proposed Changes to the Headway Gippsland Constitution. Motion: That the Governance Committee (GC) share and discuss the proposed changes to the Constitution and subsequently forward them to the lawyer for review.Moved: Emma VandenbergSeconded: Kate Yeowart |
|  | **Other Business**CEO performance review/target setting. Board Induction process Tasks for the Governance Committee in 2025 – Policy reviews  |
|  | **Next Committee Meeting**Date: TBC in 2025 Time: 5.30pm Venue: Online  |

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| **Meeting Closed** |
| Date: | Tuesday, 26 November 2024  |
| Time: | 6.23pm  |
| Chair: | Leisa Harper  |
| Signature: |  |
| Date signed: |  |
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