



Board FULL Meeting MINUTES
The Hut Community Centre Community Room
Wednesday 21 August 2024
6.00 – 8.00pm

Attendees: David Rawnsley (Chair), Ann Croser, Greg Bussell, Sharon Maslen, Geoff Keynes, Pamela Patane, Sarah Moulds, Jenni Bottroff, Tony Rogers

Apologies: Deborah Turnbull

In attendance: Deb Bates (EO)

In-Camera Session

1. Meeting Opening

- 1.1. David Rawnsley acknowledged this meeting is being held on Aboriginal Land and paid respect to all Elders.
- 1.2. Apologies: Deborah Turnbull
- 1.3. Conflict of Interest – none declared.
- 1.4. Board Photos – not taken, arrange another time

2. Previous Meeting

- 2.1. Minutes of Meeting held on 9 July 2024 accepted as a true and accurate record.
Moved: Geoff K **Second:** Ann C **All in favour - Carried**
- 2.2. Minutes of Meeting held on 31 July 2024 accepted as a true and accurate record.
Moved: Pamela P **Second:** Greg B **All in favour - Carried**
- 2.3. Action Items – no further action required at this time.

3. Matters for Decision

3.1. Policies for review

The policies, *Board Governance*, *ICT-Cyber Security* and *Privacy* have been reviewed by the EO and are presented to the Board for approval. On consensus of the Board, EO to make the following changes:

3.1.1 Board Governance:

Remove the following paragraph from the Policy Statement section... *'Decisions of the Board are made by a two thirds majority of those members present at the meeting which may include a proxy if a Board member is unable to attend.'*

3.1.2 ICT-Cyber Security:

Add: consent for collection of information.

Refer to the Privacy Policy re collection of personal information.

3.1.3 Privacy:

Privacy: Background, insert the missing word "of"

Remove Principles

Don't need to reference separately – Cross out.

SA Privacy

Privacy Amendment

Privacy Act

Proposed: The three policies titled *Board Governance*, *ICT-Cyber Security* and *Privacy* have been reviewed and are approved by the Board subject to the changes recorded above.

Moved: Pamela P

Second: Sarah M

All in favour - Carried

3.2. 72 Hour Recovery Hub

Proposed: The Hut will work collaboratively with the Hub Committee and the Aldgate Church of Christ and provide support through, but not limited to, auspicing the Bridgewater/Aldgate 72 Hour Recovery Hub as per the plan presented by the EO.

The proposal is approved in principle, subject to development of an M.O.U.

Moved: Greg B

Second: Tony R

All in favour – Carried

Action: EO to progress the MOU with all parties involved and finalise it following advice from Pamela Patane.

4. Matters for Discussion

4.1. EO Report – taken as read

5. Matters for Noting

5.1. Chairs Report (Verbal)

Background issues of Board member recruitment and income generation are top of mind.

Both Board recruitment and Revenue stream will be discussed at September meeting.

Thanks expressed to EO for attending evening meetings for the 72 Hour Support Hub.

5.2. Treasurer's Report (Verbal)

No report presented.

5.3. Sub-Committee Reports

5.3.1. Executive Committee – Nil

5.3.2. Finance & Audit - Nil

5.3.3. Work Health & Safety

5.3.3.1. Minutes of meeting held 13 June 2024

5.3.3.2. Minutes of meeting held 25 July 2024

5.3.4.Human Resources - none

5.3.5.Strategy & Financial Sustainability - none

Motion: Minutes of meetings shown above be adopted by The Board.

Change to WHS minutes required from 5.1 "Geoff K descent" to "Geoff K dissented".

Moved: G Keynes

Seconded: G Bussell

6. Organisational & Risk nil

7. AOB nil

8. Correspondence nil

Next Meeting –Strategy meeting on Wednesday 18 September 2024, 6pm at The Hut

Meeting Close – Time: 7:55pm

Accepted as an accurate record of proceedings:


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Chair – on behalf of Members

Date 18 / 9 / 2024

Action Items

Date	Item #	Action	Due	Resp	Status	Completed	Remove
14/09/2023	3.2	Develop Wills & Bequests program Meet with clients 1.1 to discuss Wills & Bequests		EO DT	On hold until needed		
21/02/2024	3.1	For historical purposes, document process of AVCH sale incl considerations taken into account prior to deciding to sell the property	Mar-24	EO			
19/06/2024	4.3	Board members to pass on names of potential board members to David Rawnsley via email or phone call.		All			
31/07/2024	4.1.1	List of revenue raising ideas to be brought to September meeting	Sep-24	EO/Agenda			
31/07/2024	4.5	Board vacancies to be advertised seeking skills identified in minutes		EO			