



Board STRATEGY Meeting MINUTES
The Hut Community Centre Community Room
Wednesday 31 July 2024
6.00 – 7.30pm

Present: David Rawnsley (Chair), Greg Bussell, Geoff Keynes, Deborah Turnbull, Pamela Patane, Tony Rogers

Apologies: Jenni Bottroff, Sarah Moulds, Ann Croser

In attendance: Deb Bates (EO)

1. Meeting Opening

1.1. Acknowledgement meeting on Aboriginal Land given by David R

1.2. Apologies: Jenni Bottroff, Sarah Moulds, Ann Croser

1.3. Conflict of Interest: Nil

2. Minutes of meeting held on 19 June 2024 accepted as a true and accurate record.

Moved: Deb T

Second: Pamela P

All in favour: Carried

3. Action items

3.1 Potential board members: Discussion held. No decisions reached.

3.2 Permission to remove completed action items (as marked) given.

4. Business

4.1. 2023/24 Financial reports tabled.

The Finance & Audit Committee commend the 2023/24 financials to the Board.

The EO and Treasurer gave an overview of the financials.

4.1.1 Brainstorm sessions held: Big Audacious Hairy Goals:

- Raise revenue rather than reduce costs
- Need to bring entrepreneurs on board to think of ideas
- Utilise our assets
- Bring in a financial advisor
- Regular market stalls

4.1.2 Agenda items for September Strategy Board meeting:

- Chris Dickinson (1/4 hour)
- Revenue raising

Action: EO to bring list of revenue raising ideas to September meeting.

4.1.3 Financial Reports:

- 2023-24 Income Statement against Budget

- 2023-24 Income Statement Last Year Analysis
- Statement of Financial Position Last Year Analysis
- Statement of Cash Flow July 2023 – June 2024
- Receivables – June 2024

Motion: 2023/24 financial reports are accepted.

Moved: Geoff K

Second: Deb T

All in favour: Carried

4.2. 2024 Audit

Chris Dickinson (Auditor) spoke to the Board via Zoom re the audit process.

Focus was on payroll.

Booksheds: as remote locations – income matches records.

Thanks expressed to Chris for outlining the audit process. He will present the audited financial statements at the September Board meeting. Chris can attend the Annual General Meeting if Board would like him to.

4.3. EO & CDM Salary Review

Executive Committee decision presented.

Motion: Board ratify this decision.

Moved: Pamela P

Second: Geoff K

All in favour: Carried

4.4. Sale of Aldgate Valley Property

Refer minutes of Zoom meeting held on 9 July 2024.

The Aldgate Valley Hall property has sold. Sale price: \$605,000.

Settlement is 10 September 2024.

Carrington Conveyancers have been appointed.

David Rawnsley (Chair) and Greg Bussell (Treasurer) will be signatories.

Finance & Audit committee request The Board manage these funds through short term investments and cash until their next meeting, scheduled for 24 October 2024.

The Hut Board Chair will write a formal letter to beneficiaries.

4.5. Board Skills Audit

The collated skills audit of current board members was presented for discussion.

The following skills were identified as missing from our current Board membership.

- Younger demographic
- Entrepreneurial skills
- Diverse backgrounds
- Revenue generation
- Up & coming business people – Red Cacao suggested
- New ideas

Action: Board vacancies to be advertised encouraging expressions from people with listed skills. First contact to be with EO then meet with Chairperson.

4.6. Book Shed extension

EO/Chair provided an update.

They met with Blake O'Neil from AHC planning and discussed options.

Overhead powerlines were of highest concern – 3m clearance from any building is required and not possible if extension is built out the front. Options for extending at the rear of the existing shed were discussed.

EO requested any contacts for builders to be emailed.

5. **WHS report**

Nil

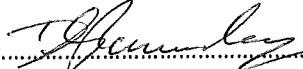
6. **AOB**

6.1. Treasurer position will be vacant from AGM. Existing Board Members are encouraged to nominate.

6.2. Loneliness Awareness week. Promotions will be done via Newsprint, Radio and TV. Participants could include Nadia, 2 participants + Minister Cook.

7. **Next Meeting: FULL BOARD MEETING 21 August 2024**

8. **Meeting Closed** at 8.00pm

<p>Accepted as an accurate record of proceedings:</p> <p></p> <p>.....</p> <p>Chair – on behalf of Members</p> <p>Date <u>21</u> / <u>8</u> / <u>2024</u></p>
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Action Items

Date	Item #	Action	Due	Resp	Status	Completed	Remove
14/09/2023	3.2	Develop Wills & Bequests program		EO	On hold until needed		
21/02/2024	3.1	Meet with clients 1.1 to discuss Wills & Bequests 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			