



**Board Meeting MINUTES**  
**Thursday 7 Nov 2024**  
**6.00pm via Zoom**

**Meeting ID: 854 3703 9959 /Passcode: RfEy9N**

**Attendees:** David Rawnsley (Chair), Jenni Bottroff Geoff Keynes, Deborah Turnbull, Sarah Moulds, Pamela Patane

**Apologies:** Greg Bussell, Tony Rogers, Ann Croser,

**In attendance:** Deb Bates (EO)

**1. Meeting Opening**

- 1.1. David gave acknowledgement of meeting being held on Aboriginal Land
- 1.2. Apologies: Greg Bussell, Tony Rogers, Ann Croser.
- 1.3. Conflict of Interest: none declared.

**2. Minutes of meeting 18 Sept 2024** were accepted as a true and accurate record.

**Moved:** Deborah T      **Second:** Geoff K      **All in favour:** Carried

**3. Action items** – no discussion held

**4. Business**

**4.1. Motion:** The Executive Committee decision to authorise a NAB grant application on behalf of the Bridgewater/Aldgate Community Support Hub for \$24,700 made via email on 27/9/2024 is ratified by the Board.

**Moved:** David R      **Second:** Geoff K      **All in favour:** Carried

**4.2. Audited financial statements.**

4.2.1. The Chair and EO updated the Board on challenges that have impacted on the move from MYOB to Xero, delaying quarterly financial reports and concerning the Auditor.

4.2.2. Board members reviewed the Draft Audited Statements and the following were listed as needing to be amended:

- Inconsistency with the naming of Board members as both Committee Members and Directors was used. Request for the term Board Members to be used
- Add Dr to David Rawnsley
- Check figures on page 16 – depreciation, opening and closing balances
- Remove section on page 2 that refers to income tax
- Ensure amount listed in Operating Results shows a loss at EOFY

- Remove the last half of sentence “as the inclusion of such ..... prejudice to the Association”
- Correct spelling of “Stirling”
- 3.j. “the following table...” remove this sentence or re-word as there is no table
- 15. Members guarantee needs to be completed (missing data)
- Other minor spelling and grammatical errors

**Action:** EO to contact Auditor and request identified errors are amended.

**Motion:** Audited financial statements be accepted with noted corrections.

**Moved:** Geoff K                      **Second:** Sarah M                      **All in favour:** Carried

**4.3. Appointment of Auditor 2024/25**

**Motion:** Chris Dickinson be appointed Auditor for 2024/25 financial year.

**Moved:** David R                      **Second:** Deborah T                      **All in favour:** Carried

Appointment to be confirmed at AGM, 20 November 2024.

5. **WHS** – no business.

6. **AOB**

**6.1.** Thanks expressed to Deb B and Bernadette R for attending John Kemp’s funeral service on behalf of The Hut.

**7. Next Meeting – 20<sup>th</sup> November - post AGM**

**Motion:** The meeting scheduled for 13 November to be cancelled due to this meeting and the AGM being held in November. There will be a short meeting following the AGM to appoint office bearers of Chair, Deputy Chair and Treasurer.

**Moved:** D Rawnsley                      **Seconded:** D Turnbull

8. **Meeting Closed 6:30pm**

<p><b>Accepted as an accurate record of proceedings:</b></p> <p><i>[Signature]</i></p> <p>.....</p> <p><b>Chair – on behalf of Members</b></p> <p><b>Date</b> <i>10-11-2024</i></p>
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