



Board STRATEGY Meeting Minutes
The Hut Community Centre Community Room
Wednesday 18 September 2024, 6–8pm

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

Apologies: Nil

In attendance: Deb Bates (EO)

1. Meeting Opened at 6:10pm

- 1.1. Chair acknowledged meeting on Aboriginal Land
- 1.2. Apologies - nil
- 1.3. Conflict of Interest - nil

2. Minutes of meeting 21 August 2024 were accepted as a true and accurate record of the meeting.

Moved: J Bottroff

Second: G Keynes

All in favour: Carried

3. Action items

- 3.1 Witten recording of the sale of AVCH process and background of decisions, is currently underway.
- 3.2 Remove completed items.

Minutes from Item 4 continued on next page



4. Business

4.1. Financial Management

EO presented a proposal for the management of The Hut funds to be held in Term Deposits and on call financial institutions.

Recommendation: To ensure that our funds held in each financial institution are under the government guarantee, to maximise available interest and to spread the accessibility of our funds the attached proposal is endorsed with the following considerations/changes: EO to aim to get a better 'at call' rate than we have currently. This may include moving around the allocated funds in AMP, Rabo and Westpac.

1. Transfer \$50,000 from RABO HISA (at call) to new Rabo TD (6mth)
Moved G Keynes **Second:** G Bussell **All in favour** Carried
2. Reinvest \$50k AMP TD maturing in Sept into new AMP TD @ 4.9% for 7 mths
Moved G Keynes **Second:** G Bussell **All in favour** Carried
3. Transfer \$100k from Westpac everyday to two (2) new AMP TDs for 7 mths
Moved G Keynes **Second:** G Bussell **All in favour** Carried
4. Transfer \$70k from Westpac everyday to AMP TD for 9 mths
Moved G Keynes **Second:** G Bussell **All in favour** Carried
5. Transfer \$50k from Westpac everyday to Westpac TD for 11 mths
Moved G Keynes **Second:** G Bussell **All in favour** Carried
6. Transfer \$50,000 Rabo 90 day to ME TD for 6 mths
Moved G Keynes **Second:** G Bussell **All in favour** Carried

In addition:

7. Leave \$50k in ME Bank TD
 8. Leave \$25,000 in Rabo TD
 9. Leave \$70,000 in Rabo TD
 10. Leave \$ in Westpac Everyday Acct
 11. Leave \$ in AMP at call acct
 12. Leave in Rabo at call acct
- Moved** G Keynes **Second:** G Bussell **All in favour** Carried



4.2. Revenue Raising

David Rawnsley presented a discussion paper (attached to Agenda) to help generate strategic thinking and innovative brainstorming. The following ideas were raised by Board members. All ideas were welcomed and the expanded ideas were voted on as worth pursuing in the short term.

Discussions included the following:

- What do we do well?
- What resources do we have / have access to?

1. Aldgate Op Shop: investigate whether the group who own it would be interested in selling it? Revenue disbursed by the organisation is in excess of \$122,000 p/a.

Follow up: David R

2. Community attempt at breaking the record for the number of people doing the 'Nutbush'. Income generated through \$10 registration (target 6,000 ppl). Promote to families, schools, community groups, through social media etc

Follow up: Deb B

3. Adelaide Hills Trail Run. Income through admission fee and local business sponsorship.

Follow up: Sarah M

4. Regular Community Giving: eg \$10 per person monthly (community members, volunteers, staff), direct debit if possible so they don't need to think about it, receive special monthly newsletter.

Follow up: David R

4.3. AGM

- 4.3.1. Board member Recruitment Update – verbal update given. See Action items

Board member recruitment. EO gave an overview of the three local community members who have expressed an interest in nominating for Board positions at the AGM. At this stage, they are only EOIs and have not formally nominated.

- 4.3.2. Speaker/Presentation

'Spark' (The Loneliness Project) has been a major project this year and demonstrates our intent to collaborate and work with others to achieve our objectives and vision. The Board agreed it would be worthwhile for Hayley Everuss (Spark Coordinator) to present a short 10-15 minute presentation at the AGM.

- 4.3.3. Chris Dickinson's offer to present Audited financials at AGM

It was determined that Hut members would most likely prefer a simple explanation of the financials and that this would best be done by the Treasurer. Due to Greg B being away at the time of the AGM, Jenni B has offered to present the report and financials.

At this stage Chris has not finalised the audit. As they will need to be approved prior to the AGM the following process was approved:

1. EO to email all Board members the final audited financials with a request to approve them via email. We would require all Board members to approve the financials via this process.



2. If a Board member has any questions, concerns or would like to discuss anything relating to the reports the EO will convene a Zoom/Teams meeting with all Board members.
3. EO to confirm with the Auditor once financials have been approved.

4.4. Policy Review

1. **Motion:** The Board approve the Policies *People Partnerships & Engagement* and *Whistleblower*

Moved: D Turnbull

Second: A Croser

All in favour: Carried

5. WHS – Nil to report

6. AOB

- 6.1. Tony advised that he is speaking with volunteers, employees and participants/clients to write human interest stories. Invitation extended to any Board member interested in sharing their story and experience with The Hut.
- 6.2. EO recommended that all Board members keep an eye on the Courier as there has been several articles written about the Adelaide Hills Council, the latest reporting a forecast deficit budget for this year. Our current Funding Agreement concludes June 2025 and this could affect our future funding.
Action: EO to add to future Agenda to discuss.
- 6.3. The AHC Strategic Planning Review is underway and they are seeking comments from community members. Sarah recommended all Board members add their comments re the value of community centres (in particular, The Hut). Close date 24 Sept.

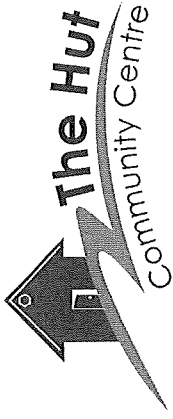
7. AGM & Next Meeting date

October scheduled meeting is Wednesday 16th October 6pm; Greg B will be an apology

AGM to be held on Wednesday 23rd October at the RSL Hall, Stirling. Greg B will be an apology.

8. Meeting Closed: 8:25pm

Accepted as an accurate record of proceedings: <i>[Signature]</i> Chair – on behalf of Members Date <u>10.12.2024</u>
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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	in progress		
21/08/2024	3.1.2	EO to investigate and seek quotes for cyber security	Oct-24	EO			
19/09/2024	4.1	Complete funds allocation as per Minutes		EO			
19/09/2024	4.2.1	Revenue Raising: Explore Aldgate Op Shop purchase		David R			
19/09/2024	4.2.2	Revenue Raising: Investigate Nutbush record group dance		Deb B			
19/09/2024	4.2.3	Revenue Raising: Investigate Adelaide Hills Trail Run		Sarah M			
19/09/2024	4.2.4	Revenue Raising: Investigate Regular community giving		David R			
19/09/2024	6.2	Add to future Agenda - AHC funding Agreement 2025 onwards	Nov-24	EO			

