THE BOWER REUSE AND REPAIR CENTRE COOPERATIVE LIMITED February 2015 Board Meeting Minutes

| Date: | 11 th February, 2015 | Time: | 6.30 pm | | | | |
|---|---|---------------------------------------|---------------|--|--|--|--|
| Chair: | Gavin Hull | Minutes: | Peter Carroll | | | | |
| Present: Board Directors - Gavin Hull (GH) Amanda Buckland (AB) Peter Carroll (PC), Trish Leen (TL), Jade Herriman (JH), Terry O'Donnell (TOD), John Bartholomew (JB -Alternate Director) & Guido Verbist (GV Co-op Manager) Apologies: Menaka Cooke (MC), | | | | | | | |
| 1. Welcome – Acknowledgement; apologies; declarations | | | | | | | |
| | the Eora nation and extend that respect to other Aboriginal Res 014/15 That John Bartholomew be endorsed as Alternate I | ional custodians inal people preso | | | | | |
| | 2) Declarations of interest: As noted at the previous meeting with the addition of JB declared \$75 payment for waste removal and TOD declared again his relationship as Company Secretary of Greenpeace to GV's partner who is chair of that organization. C of I Policy was discussed. Res 015/15 That declarations of interest for all meetings be placed on a Register to be held at The Bower. M: Amanda Buckland S: Trish Leen CARRIED | | | | | | |
| 2 Mir | nutes of the Previous Meeting – 19/11/14 & 28/ | 1/15 | | | | | |
| | Res 016/15 | | | | | | |

That the minutes of the meeting 19/11/14 be approved as a true and accurate record, as amended.

M: Peter Carroll

S: Trish Leen

CARRIED

Res 017/15

That the minutes of 28/1/15 be approved as a true and accurate record as amended.

M: Jade Herriman

S: Amanda Buckland

CARRIED

3 Co-operative Manager's Report

GV spoke to his written report highlighting healthy finances – ratio testing, grants and problem with staffing – bookkeeper hired recently already left to obtain full time work elsewhere. GV held over the Strategic Plan to be discussed at length later in the meeting. *Business Arising*

Discussion of the procedures being followed in relation to grants and their expenditure.

Res 018/15

That the Board endorses the Gift Fund Committee recommendation that the following be approved, in line with funding agreements: \$20,000 Ian Potter Foundation and \$12,300 James Kirby Foundation for transfer into the Operating Account to facilitate and promote education workshops, Repair Café and related expenditures.

M: Terry O'Donnell

S: Peter Carroll

CARRIED

Finances

Res 019/15

That the Co-op Manager's financial approval limit be raised from \$1000 to \$3000.

M: Amanda Buckland

S: Terry O'Donnell

CARRIED

Res 020/15

That a list of Trade Debtors be added to the financial reports.

M: Trish Leen

S: Terry O'Donnell

CARRIED

| 4 | Strategic Plan (8.10pm) | | | |
|---|---|--|--|--|
| | GV provided a slide presentation to support his written document and discussion focussed on the initial aspects of objectives/ 3 pillars of action and related matters. Discussion moved onto the means by which the strategy could be disseminated to members. | | | |
| | Res 021/15 That the Board endorses the process, documentation and principles prepared by the Co-op Manager and the JH and AB work with GV to prepare a Strategic Planning Workshop with the Membership. This workshop will supplant the 4/3/15 Rules Workshop and the two be held concurrently on Saturday, 28 th March, 2015 with an emphasis on engagement of members rather than conclusive determination of the issues. JH and AB to bring a Strategic Plan Engagement proposal and PC to bring a Comparative Rules document to the next Board Meeting. M: Amanda Buckland S: Peter Carroll CARRIED | | | |
| 5 | Performance Review | | | |
| | This to be first order of business at the next meeting | | | |
| | Trish Leen gave her apologies at 9.30pm | | | |
| 6 | Curb Collective and Correspondence | | | |
| | Curb Collective Letter was sent 28 th January notifying termination of the agreement. GH and GV will attend the premises Friday 13 th to negotiate amicable conclusion if possible. | | | |
| | Correspondence – note was made of email making accusations against staff and directors. | | | |
| | Res 022/15 | | | |
| | That a list of Board Correspondence form part of the Co-op Manager's Report to each Board Meeting and that a policy be clarified in relation to members and other correspondence on the basis | | | |
| | of a threshold of risk. M: Jade Herriman S: Terry O'Donnell CARRIED | | | |
| | Res 023/15 | | | |

| procedures. | | | | | |
|--|--|--|--|--|--|
| M: Peter Carroll | S: Jade Herriman | CARRIED | | | |
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| Meeting Closed and Next Meeting with Agenda Items | | | | | |
| Meeting Closed at 10.10pm Next Meeting: 11 th March, 2015 | and increment | | | | |
| Agenda: GV Performance Review | and increment | | | | |
| | Meeting Closed and Next Meeting Closed at 10.10pm Next Meeting: 11th March, 2015 | procedures. M: Peter Carroll S: Jade Herriman Meeting Closed and Next Meeting with Agenda Items Meeting Closed at 10.10pm | M: Peter Carroll S: Jade Herriman CARRIED Meeting Closed and Next Meeting with Agenda Items Meeting Closed at 10.10pm Next Meeting: 11 th March, 2015 | | |

Signed Chairperson of the Meeting