THE BOWER REUSE AND REPAIR CENTRE COOPERATIVE LIMITED

Board Meeting Minutes

Date:	23rd September, 2015	**Time:**	6 pm
Chair:	Gavin Hull	**Minutes:**	Peter Carroll

Present: Board Directors - Gavin Hull (GH), Peter Carroll (PC), Amanda Buckland (AB), Ulrike Zimmerman (UZ), Terry O'Donnell (TOD) Annette Mayne (AM) & Guido Verbist (GV Co-op Manager).

Apologies: nil

Absent: Trish Leen (TL)

1. Welcome – Acknowledgement; apologies; declarations

1) Opening of Meeting and Acknowledgement of Country and People:
We acknowledge the Gadigal people who are the traditional custodians of this land and pay respect to Elders past and present of the Eora nation and extend that respect to other Aboriginal people present.

2) Declarations of interest: no change – a description of previously declared interests of directors was provided for the benefit of new directors

2 Alternate Director

As Menaka Cooke has resigned as director and there was insufficient notice for the matter to be dealt with at the SGM of today an Alternate Director was nominated to fill the vacancy until the AGM (November, 2015).

Res 066/15

That Annette Mayne be appointed as Alternate Director to fill the current vacancy until the 2015 AGM.

M: Peter Carroll S: Terry O'Donnell CARRIED

3	Minutes of Previous Meeting

Res 067/15

That the minutes of the meeting 15/7/15 as amended, be approved as a true and accurate record.

M: Terry O'Donnell S: Peter Carroll CARRIED

Business Arising

Noted – That Trish Leen has vacated the office of Director under Rule 38d due to non-attendance without apology or request for leave of absence or response to the Chairman's correspondence on the matter for 3 consecutive meetings of the Board.

CM Performance Review – GV to bring to the October Board Meeting his suggestions for performance indicators to inform the PR next April that are in line with now accepted Strategic Plan for The Bower.

4	CM Report

The CM tabled printed copies of the reports that had been circulated prior to the meeting by email consisting of:

P&Ls for July YTD and MonthTD; Balance Sheet; Debtors Owing; and CM July and August Reports incorporating

Launch of Collection and Rehoming Service report and launch.

Finance

The decline in income due to a number of issues including state of the economy, reduction in WFD (Work for the Dole) program and Addison Rd Centre Management matters were discussed in the light of the resignation of Jason Richards and the pressing need for a position to fill the now burgeoning marketing and promotions requirements. An inquiry will be conducted into payroll variations to confirm the adequacy of payroll budgeting under the revised budget of the Co-op.

Res 068/15

That the recruitment of a person to replace Jason in the Collection and Rehoming Service and a further person for

fundraising, marketing and promotions (20 hrs per week @ around $20,000 pa) proceed.

M: Amanda Buckland S: Terry O'Donnell CARRIED

Res 069/15

That the revised 2015-16 Budget as presented be approved.

M: Terry O'Donnell S: Amanda Buckland CARRIED

New Members

Res 070/15

That the applications for membership from Taylor Cartwright (Marrickville), Bob Potter (Rozelle), Nicholas Ockenden (Glenmore Park) and Robert Short (Faulconbridge) be accepted.

M: Ulrike Zimmerman S: Annette Mayne CARRIED

Strategic Plan

Res 071/15

That the Strategic Plan as presented be endorsed and implemented.

M: Ulrike Zimmerman S: Terry O'Donnell CARRIED

Bower Fund

Res 072/15

That the Bower Fund decision to approve draw downs from the grants for July ($2436.09) and August ($2593) be approved.

M: Terry O'Donnell S: Peter Carroll CARRIED

Res 073/15

That Menaka Cooke be removed from the membership of the Bower Fund Committee and Amanda Buckland and Annette Mayne be nominated as new Committee members.

M: Peter Carroll S: Terry O'Donnell CARRIED

Other Financial Matters

Res 074/15

That the receipts and expenses from the July and August financial statements be ratified.

M: Terry O'Donnell S: Bruce Diekman CARRIED

Noted: GH and AB to complete banking details with NAB prior to next Board Meeting

6 Other Business

That the resignation of Fiona Arnold and Jason Richards be noted with thanks for their service and well wishes for their future endeavours.

Early apologies from AB and UZ were accepted and the meeting continued informally with discussions on matters pertaining to Wollongong Council tender and related.

7 Meeting Closed and Next Meeting with Agenda Items

Meeting Closed at 9.30pm

Next Meeting: 21st October, 2015
Agenda items: AGM planning; CM Report (Sept)

Signed ……. Chairperson of the Meeting Date …….