THE BOWER REUSE AND REPAIR CENTRE COOPERATIVE LIMITED

Board Meeting Minutes

Date:	23rd March, 2016	**Time:**	6.40 pm
Chair:	Gavin Hull	**Minutes:**	Peter Carroll

Present: Board Directors - Gavin Hull (GH) Amanda Buckland (AB) Peter Carroll (PC), Ulrike Zimmermann (UZ), Liam Noble (LN) & Guido Verbist (GV Co-op Manager).

Apologies: Terry O'Donnell (TOD), Oliver Bradshaw (OB) late and by phone

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.

Res 011/16
Notice of Motion
That the Board endorses a change to the wording of our acknowledgement of Aboriginal people and country at all Bower meetings, by including the word "future" regarding Elders and changing the word "Eora" to "Darug" in relation to the nation referred to such that the acknowledgement now reads as follows:
"We acknowledge the Gadigal people of the Darug nation who are the traditional custodians of this land and pay respect to Elders past, present and future and extend that respect to other Aboriginal people present."

M: Peter Carroll S: Ulrike Zimmermann CARRIED

2) Declarations of interest: nil

2 Minutes of Previous Meeting

Res 012/16

That the minutes of the meeting 17/2/16 as amended, be approved as a true and accurate record.

M: Peter Carroll S: Liam Noble CARRIED

Business Arising – in relation to Res 03/15 the Treasurer has reported that the Accountant's clarification with regards to the treatment of Annual Leave is satisfactory.

Res 013/16

That the minutes of the Special Meeting of the Board (24.2.16) to deal with the Business Plan be accepted as a true and accurate record.

M: Ulrike Zimmermann S: Amanda Buckland CARRIED

3 CM Report

The CM gave his report which was also circulated in writing before the meeting.

New Members

Res 014/16

That Shell Osborne of Haberfield and Jaqi Pascoe of Redfern be accepted as new members.

M: Ulrike Zimmermann S: Peter Carroll CARRIED

Operational Report and Finances

The Bower is trading very well with a surplus for the year of around $17K well ahead of budget.

Res 015/16

That the receipts and expenses for the period (Feb 16) be ratified.

M: Liam Noble S: Amanda Buckland CARRIED

New Grants

The Sidney Meyer Foundation has granted us $10,000 for refugees furniture donations.

CRS

Going very well – numbers of councils are increasing with all Councils renewing memberships and some with upgrades. Holroyd and Strathfield are the new members.

ARCCO

Failure to respond to our letter setting 4/3/16 deadline for negotiation process to commence resulted in the decision to initiate Mediation. This has been done and ARCCO has until 11/4/16 to respond to the official correspondence. Since then they have, by their letter to us of 16/4/16, overridden the informal process thereby triggering the formal process. We have secured pro bono legal aid through Scott Chambers (Chambers Russell per Law Society) and Mr Chambers will attend the formal mediation as part of the preparation of our case.

Res 016/16

That the Board notes the process in train and endorses the CM's actions in this matter.

M: Peter Carroll S: Amanda Buckland CARRIED

Electricity – ARCCO Board and Management failure to deal with the worsening electrical supply issues on site was discussed. This included the refusal to pay for our surge protection now costing The Bower around $2500 in repairs and new equipment.

Res 017/16

That the Board empowers the CM to develop a strategy for dealing with electrical issues onsite as a WH&S matter including consulting with other tenants and investigating with Ausgrid our duty of care process and to report back to the next meeting.

M: Ulrike Zimmermann S: Peter Carroll CARRIED

4	Performance Review
	The format for the CM's PR was circulated and discussed. ***Res 018/16*** That Gavin Hull and Liam Noble (the committee for the PR) meet in early April and other directors are to pass on any comments/suggestions on the process by 31/3/16. The committee to make a decision on the final format and conduct the review during April with their report due to the May Board meeting. M: Liam Noble S: Oliver Bradshaw CARRIED
5	**Business Plan**
	Further discussion on the BP was conducted and the CM addressed the meeting on the explanatory notes and edits. ***Res 019/16*** That the internal version of the Business Plan be commented on by Directors by the end of March through the Board email (cc to CM). That the process by finalised at the April Board meeting. Further that the CM be empowered to issue external versions as necessary having first circulated that version to the Board with 7 days to comment in normal circumstances. M: Peter Carroll S: Oliver Bradshaw CARRIED
6	Other Business
	Grievance Policy The policy was printed for the meeting, however, lack of time meant it was referred on to the April meeting. *Coffs Harbour Waste Conference*

It was suggested the CM attend but he was not keen and the cost is around $2500 so this was not proceeded with.

Secretaryship

This matter was postponed to the April meeting.

Office Insulation

A brief report and costing for $6000 to insulate the office area was provided and discussed.

Res 020/16

That Liam Noble and our architect Milos meet with the CM to discuss the options for insulating the office.

M: Liam Noble S: Peter Carroll CARRIED

Business Cards for Directors

Oliver suggested this.

Res 021/16

That any directors wishing to have Bower cards made for them ask the CM and he will produce a suitable quantity in house.

M: Oliver Bradshaw S: Ulrike Zimmermann CARRIED

7	Meeting Closed and Next Meeting with Agenda Items	
	Meeting Closed at 10.05pm Next Meeting: 20th April, 2016 Agenda Items include – Grievance Policy; Secretaryship; CM Report; BP final;	

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