### Minutes of The Bower Board

**THE BOWER REUSE AND REPAIR CENTRE COOPERATIVE LIMITED**

**Board Meeting Minutes**  
**Venue:** The Bower, Marrickville

<table>
<thead>
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<th>Date:</th>
<th>28th June, 2017</th>
<th>Time:</th>
<th>6.45pm</th>
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<td>Chair:</td>
<td>Ulrike Zimmermann</td>
<td>Minutes:</td>
<td>Peter Carroll</td>
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**Present:**  
Board Directors - Ulrike Zimmermann (UZ), Peter Carroll (PC), Terry Nagle (TN); Liam Noble (LN); Oliver Bradshaw (OB) late 7.25pm; Michael Sarroff (MS); Terry O'Donnell (TOD) & Guido Verbist (GV - Co-op Manager).

**Apologies:**

1. **Welcome – Acknowledgement; apologies; declarations**

   1) Opening of Meeting and Acknowledgement of Country and People:
   
   "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."

   2) Declarations of interest: nil (refer to register)

2. **Minutes of Previous Meetings 19.4.17**

   *Minutes of the Previous Meeting*

   **Res 33/17**

   That the Minutes of the Board 31.5.17 as amended, be accepted as true and accurate.

   M: Terry O’Donnell             S: Terry Nagle             CARRIED

3. **CM Report**

   *CM Report*

   "The CM's Report was provided electronically having been previously circulated by email."
Various matters including CRS, New initiatives interstate, Parra Pickers and those listed below were discussed at length

**Finances**

**Res 34/17**

That the Board ratifies receipts and expenditures for the period to the end of May, noting the improvement on trading.

M: Terry Nagle  
S: Michael Sarroff  
CARRIED

*Leave* – It was noted that an ongoing issue of leave payments and their timing is having an impact on the bottom line on a monthly basis and that TOD, GV and our accountant will consult on this matter.

**Community Engagement**

**Noted**

The CM will report to the June meeting on the resource implications in relation to the current status of the lease.

**External Accounting**

Following Res 27/17 approving outsourcing of bookkeeping functions tenders were called and a report detailing the outcome was presented with a recommendation from the CM.

**Res 35/17**

The Board approves the appointment of David Mansfield (Abacus Accounting) for External Accounting services of The Bower at a contracted cost of $25,000 for FY18. Any additional payments for other services including integration of PoS with MYOB be on a pay for completion basis.

M: Terry O’Donnell  
S: Peter Carroll  
CARRIED

**WH&S**

The Board noted the completion of the WHS document and its trialling with staff, their feedback and the next draft to be completed based on feedback. The Board further notes **Res 28/17** requiring brief reporting of outcomes of the process next meeting.
ARCCO/Lease
The Board discussed at length the current situation with regards to the lease and the letter received from ARCCO dated 20/6/17 and received 22/6/17 with notice of effect for 30/6/17.

In Camera

Res 36/17

New Members

Res 37/17

That the following people be accepted as new members of The Bower Co-op: Angela Baldas of Allawah; Sharyn O’Grady of Birchgrove; Jennifer Kent of Oatley; Theresa Jackson of Lilyfield; Phil Nanichy of Dulwich Hill; Ivan Repin of Croydon; Jack Devine of Marrickville; Murray Irwin of Northmead; Hae Won Shin of Auburn; Felicity Yorston of Earlwood and Caroline Martin of Arncliffe. These members are now financial for the coming year.

M: Michael Sarroff   S: Liam Noble   CARRIED

5 CM Performance Review

Liam Noble presented the review with Terry Nagle both of whom had conducted it.

Performance Review

Res 38/17

That the Board endorses the outcomes of the Performance Review and notes the excellent reviews, constructive criticism and feelings of unity of purpose and collaboration expressed by staff and engendered by the reviewers and their handling of the process. The Board wishes to extend its gratitude and great confidence in Guido and his excellent work among our staff and his ongoing commitment to self-improvement based on the outcomes of successive reviews over 4 years.

M: Terry O’Donnell   S: Michael Sarroff   CARRIED

6 Other Business
**Director’s Resignation**

Liam Noble announced his resignation for personal reason and he was thanked by acclamation for his contributions and we look forward to his ongoing participation in various Bower events.

**Appointment of Alternate Directors**

Due to Liam’s resignation and Ulrike’s absence overseas followed by absences of other directors it was determined to fill these positions in accordance with the rules and with people who have been identified by the Board Search Committee in recent months.

**Res 39/17**

That the Board appoints Bower Member Andy Marks to fill the Casual Vacancy caused by the resignation of Liam Noble in accordance with Rule 42 (1) effective until the AGM 2017 and offers Bower Member Marcelle Psaila the position of Alternate Director for the absences of Ulrike Zimmermann at the August meeting, Terry O’Donnell for September and for Michael Sarroff for October to December inclusive these Alternate Directorships to be served consecutively in accordance with Rule 42 (2).

M: Oliver Bradshaw  S: Terry Nagle  CARRIED

Company Limited by Guarantee – time was not available to discuss the draft letter from the Secretary on implementation of Res 32/17 however matters will proceed during the coming month and it is listed for discussion as high priority in July.

Meeting Closed at 9.02pm
Next Meeting: 26.7.17 at The Bower, Redfern
Agenda Items – CLG Structure; Board Search/Casual/Alternate; WHS new documentation; ARCCO Lease.

Signed  
Chairperson of the Meeting  Date  26.7.17