

BOARD MEETING PUBLIC RECORD

Meeting held: 16 02 2018, at the SouthEast Office.

“Our mission is to provide affordable, secure, financially and environmentally sustainable housing for people on low incomes, primarily in the South and East of Melbourne who are committed to cooperative democracy and engagement.”

MEETING CALLED BY:	Chairperson
TYPE OF MEETING	Ordinary
ATTENDEES	A quorum was present.
STRATEGIC ISSUES	The Board appointed two new Directors: Kerrie Robins (Member Director) to fill one of two current casual member Director vacancies, and Piero Ammirato (Independent Director) . Appointments were made subject to successful completion of all relevant due diligence checks.
CEO MANAGEMENT REPORTS	<p>First St: All vacancies resulting from the three internal transfers were sourced from the Victorian Housing Register Priority List. As result of rightsizing by two of the three tenants transferring to the new units at First Street, three families have moved into the vacant properties. In total 4 adults and 12 children have been added to the list of those accommodated in affordable rental properties by SouthEast.</p> <p>Annual Regulatory Review: The CEO advised that the Housing Registrar (HR) will conduct the annual regulatory interview (for the 2016/17 financial year period) on 20 02 2018.</p> <p>CEO Management Report: the reports for December 2017 and January 2018, including financial reports, were approved. Reports for compliance, complaints, and tenancy management were also accepted.</p>

GENERAL BUSINESS	<p>Smoke Detectors: Tenants to be reminded of smoke detector procedures in Housing Futures.</p>
OTHER BUSINESS	<p>Issues discussed included:</p> <ul style="list-style-type: none"> • new director feedback and queries • website tenant portal development • information and planning days – cooperative celebrations and themes • rightsizing: a history of success from amalgamation to current times – sharing, promoting, and valuing a rightsizing culture and success stories with members and the wider community. • the professional and comprehensive way in which our peak body, the Community Housing Industry Association (CHIA) (Vic) strategically advocates at the highest state and national levels for the cooperative sector
ACTIVITIES REPORT	<p>The activities report at the 31 01 2018 was accepted.</p>

FUTURE MEETINGS	DATE
Risk, Audit, and Finance (RAF)	TBD
Governance	TBD
AGM	19 11 2018
Board.	23 03 2018
Member Christmas Party	Sunday 02 12 2018

Distribution: To CEO: 21 02 2018

To SEC and CP:

To Directors: