

BOARD MEETING PUBLIC RECORD

27 NOVEMBER 2015

THIS PUBLIC RECORD OF A BOARD MEETING ON 27
NOVEMBER 2015 WAS APPROVED BY THE BOARD ON 11
DECEMBER 2015 AS A TRUE AND ACCURATE REPORT FOR
PUBLIC RELEASE ON THE SOUTHEAST WEB SITE

ATTENDANCE

DIRECTORS – SHIRLEY FARAM, GAYLE KOUBWERE, ANDREA LEE, TRACEY HALL, JAN DICKSON,
DEBBIE DIOGUARDI, STEVEN GRANGE, STEVE KROPF AND GREG NOLAN

APOLOGIES: NA

ALSO IN ATTENDANCE – JOY HAINESA/MANAGER (OPERATIONS) AND DAVID GRIFFITHS
A/MANAGER (GOVERNANCE)

STRATEGIC DEVELOPMENTS

The Manager (Governance) tabled a series of documents for future consideration by directors:

National Housing Conference Speaker presentations list.

Rental Affordability Index November 2015 – Community Sector Banking, National Shelter and SGS Economics & Planning

National Housing Conference Speech – the Hon. Christian Porter MP, Minister for Social Services

2015 National Mutual Economy Report Incorporating the Top 100 – Business Council of Co-operatives and Mutuals

ANNUAL GENERAL MEETING

There was discussion on the AGM and it was agreed that it had been a great success with a record attendance of 61 and that the band was popular with members.

The Manager (Governance) suggested that the significant rise in member rating of information circulated before the meeting, presentations at the meeting and discussions at the meeting were due to a number of factors:

The increased comprehensiveness, accountability and transparency of the Annual Report.

The AGM Updates issued monthly between August and November before the AGM.

The improved presentations by directors and managers at the meeting.

The band.

The scope and extent of prizes.

The Chairperson said it was good that staff were at the AGM demonstrating that they were part of a team and should be congratulated for their contribution leading up to and at the AGM.

SECURITY OF TENURE SUBMISSION

The board endorsed a Security of Tenure submission with submissions due 21 December 2015.

On 26 November 2014, the Victorian Government announced its platform for housing-related initiatives, known as the *Plan for Fairer Safer Housing*

The goals of Fairer Safer Housing include:

- ensuring access to safe, affordable and secure housing
- improving housing accessibility for the elderly and people with a disability
- enhancing the security of tenancies (security of tenure)
- increasing protections for people living in caravan and residential parks
- providing more options for vulnerable tenants.

The Government is inviting comments on an issues paper looking at security of tenure. Security of tenure refers to the degree of certainty someone has about their housing arrangements. Share your experiences, discuss ideas for change, or make a formal submission.

CHIEF EXECUTIVE OFFICER

The three members of the C.E.O. selection panel, Directors Andrea Lee, Tracey Hall and Steven Grange, along with Melanie Starr, the Chairperson of Northcote Rental Housing Coop, met on Thurs 26/11/2015, and interviewed 7 candidates, including 1 internal

candidate, at the second stage of the CEO recruitment process. At the completion of these interviews, the panel decided that there were two outstanding candidates, who would go on to the final stage interviews on Friday 4th Dec, 2015. As part of these interviews, each of the candidates will do a 15 minute outline, presenting their ideas re. the potential growth, branding and future progress of South East Housing Cooperative.

A final decision will then be made, and the successful candidate will be contacted and informed, later that day Fri 4th Dec, 2015.

MANAGEMENT

The A/Manager (Operations) reported that SouthEast was fully compliant and that:

(a) No tenants had vacated.

(b) There was one vacant property - First Street for re-development.

(c) No Transfers or Retirement Leave requests.

(d) Rent arrears – 26 September 2015 \$11, 371.80 band 30 September 2015 \$15,744.43.

(e) Complaints – one reportable complaint before the HR and a mediation over coffee has been accepted by two members who are neighbours.

It was noted that the HR had determined that the reportable complaint was not reportable.

The Managers also reported:

Air conditioners – 32 members had applied and approximately 26 air conditioners had already been installed by Cool Sparks.

Smoke alarms – there were approximately 27 properties that remained to be inspected.

After Hours Emergency Maintenance - Between 16 July and 24 November 2015 there had been 18 calls –9 early/late evening weekdays and 9 weekend/public holiday.

Individual directors reported on their own and other member satisfaction with air conditioners that had been installed at their and other member properties.

FINANCIAL STATEMENTS

The financial statements were accepted – Profit and Loss, Balance Sheet, Cash flow and Charts on Profitability, Return on Assets, Revenue Analysis, Maintenance, Quick Ratio, Tenancy Management and Expenditure of Income.