

BOARD MEETING PUBLIC RECORD

Held: 21 10 2016, at the SouthEast office.

SouthEast's Mission

"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	<p>Directors: Andrea Lee (Chairperson), Shirley Faram, Gayle Koubwere, Jan Dickson, Debbie Dioguardi, Greg Nolan, and Steven Grange.</p> <p>Guests: Nil</p> <p>Others: CEO, Steven Morrissey, and Dale Carroll (Minute Taker)</p> <p>Apologies: Tracey Hall and Steven Kropf Absent: Nil</p>
BUSINESS ARISING	The Action Status Report was accepted.
MANAGEMENT	<p>4.1 CEO MANAGEMENT REPORTS</p> <p>CEO Report</p> <p>Financial reports at 30 09 2016 were presented (Bank Balances, Profit and Loss Statement and Balance Sheet, 12 months actual to forecast and cash flow statement). Other reports presented were: compliance, complaints and tenancy management reports</p> <p>The CEO spoke about the abnormal variances due to the receipt of RHA funding one month earlier than expected and explained that SouthEast budgeted annual surplus of \$150k is on track with a YTD net income favourable to budget over \$37k</p> <p>The financial reports and the CEO financial report explanations were accepted as was the CEO Report. The compliance, member and tenancy reports were also accepted.</p>

BUSINESS AND FINANCE	There was no scheduled Business and Finance Committee meeting.
GOVERNANCE AND POLICY	There was no scheduled Governance and Policy Committee meeting.
OTHER BUSINESS	<p>Documents: AGM Agenda Notice and Rules Changes - Annual Report – Audited Financial Statements.</p> <p>Numbers are needed for the Christmas Party planning and staff will contact members using a mix of communication methods. Andrea has looked at the venue and detailed several issues and actions required to ensure good outcomes re food, the spit roast menu, drinks, and an energy power supply to the site. David Patterson has agreed to be Father Christmas.</p> <p>The Audited Financial Report for the year ended 30 June 2016 was accepted and the the Board resolves it was satisfied the cooperative is a small cooperative under section 4 of the Cooperative National Law (Victoria) and the cooperative is solvent and the Board authorised Steven Morrissey to sign the CAV Annual Statement.</p>

FUTURE MEETINGS	DATE
Governance and Policy	TBA
Business and Finance	TBA
Board	25 11 2016
Annual General Meeting	November 21 2016
Xmas Party	December 04 2016
Audit	TBA