

## BOARD MEETING PUBLIC RECORD

Held: 23 09 2016, at the SouthEast office.

<b>MEETING CALLED BY:</b>	<b>Chairperson</b>
<b>TYPE OF MEETING</b>	<b>Ordinary</b>
<b>ATTENDEES</b>	<p>Directors: Andrea Lee (Chair), Shirley Faram, Gayle Koubwere, Jan Dickson, Debbie Dioguardi, Greg Nolan, and Steven Grange, and Steven Kropf.</p> <p>Guests: Nil</p> <p>Others: CEO, Steven Morrissey</p> <p>Apologies: Tracey Hall</p> <p>Absent: Nil</p>
<b>BUSINESS ARISING</b>	The Action Status Report was accepted.
<b>MANAGEMENT</b>	<p><b>4.1 CEO MANAGEMENT REPORTS</b></p> <p><b>The CEO Report was considered and accepted.</b></p> <ul style="list-style-type: none"> <li>• Financial reports at 31 August 2016 were presented (Bank Balances, Profit and Loss Statement and Balance Sheet, 12 months actual to forecast and cash flow statement).</li> <li>• There were no strategic implications in the budget results.</li> <li>• The Board felt early education of new members as to rightsizing along with new members being encouraged to committing to a future rightsizing when family size falls and underutilisations result.</li> <li>• The financial reports were accepted as presented.</li> <li>• The New Opportunities Report as per the Chief Executive Officers Report was accepted.</li> </ul> <p><b><u>Compliance Reports (including complaints, tenancy and rent arrears)</u></b></p> <p>There were no reportable complaints and the Board accepted SouthEast remains compliant. The reports were accepted.</p>

<b>BUSINESS AND FINANCE</b>	There was no scheduled Business and Finance Committee meeting.
<b>GOVERNANCE AND POLICY</b>	The GPC considered the final set of remaining review recommendations and forwarded them to the board for approval. There were only minor changes to the original recommendations the rest were agreed by the GPC for Board approval. The board approved the final set of recommendations.
<b>OTHER BUSINESS</b>	<p><b>AGM and Annual Report</b></p> <p>The Annual Report is in draft and progressing with two reports provided to date.</p> <p>The AGM may be an opportune time to present a Burbank Promotion and the CEO will explore options – access to the AGM venue is to be circulated to members with the AGM notice.</p> <p>The annual members XMAS Party - the venue will be inspected by a committee representative.</p>

<b>FUTURE MEETINGS</b>	<b>DATE</b>
Governance and Policy	14 OCTOBER 2016
Business and Finance	TBA
Board	21 OCTOBER 2016
Annual General Meeting	November 21 2016
Xmas Party	December 04 2016
Audit	To be decided