

BOARD MEETING PUBLIC RECORD

Held: 25 11 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, Steven Grange, Steven Kropf, Natalie Leddick.</p> <p>Guests: Nil</p> <p>Others: CEO Steven Morrissey</p> <p>Apologies: Greg Nolan, and Debbie Dioguardi</p> <p>Absent: Nil</p> <p>The Board welcomed Natalie Leddick as a Board Director, and congratulated the reelected members Gayle Koubwere and Shirley Faram.</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 31 10 2016 were presented (Bank Balances, Profit and Loss Statement and Balance Sheet, 12 months actual to forecast and cash flow statement).</p> <p>Compliance, complaints, and tenancy management reports. The 2015-2016 Annual Report document presented at the AGM was available.</p> <p>The variances to budget report was presented in the CEO Report for October 2016</p>

	<p>It was noted the RHAF Homelessness application was unsuccessful. Feedback from DHHS indicated that the chronic type of client targeted meant that applicants with a successful record of servicing long term homeless people were more likely to be successful. It was also stated that had the funding been for more generic housing, SouthEast presented a very strong application and would likely have done well. This was the case with the recent successful application that targeted clients affected by family violence.</p> <p>Feedback on the restyled Annual Report publication by members and Directors at the AGM was mainly positive - especially regarding pages that referred to performance. A list of other maintenance areas was discussed as possible performance data for the next Annual Report and Housing Futures.</p> <p>The DHHS was very satisfied with SouthEast's ability to quickly house three new DV tenants and achieve a rightsizing transfer.</p> <p>The Board approved three memberships.</p>
FINANCE AUDIT AND RISK	<p>The committee has not met recently so there were no FARC reports and the variances to budget were included in the CEO report.</p>
GOVERNANCE	<p>While the GC met in October there were no recommendations to the Board and no reports requiring the Boards attention</p>
OTHER BUSINESS	<p>AGM</p> <p>It was noted that a non-member guest attended the meeting and though able to address the meeting is not entitled to vote.</p> <p>All Board members were present except one who was an apology with acceptable reason.</p> <p>The PowerPoint financials explanation provide by the CEO was well received. Although there were some strong comments (both positive and negative) in the meeting evaluations completed by members present, the overall rating on the 1 to 10 scale showed the meeting rated highest in the 7 to 10 range (71% of responses were in this range).</p> <p>Members could benefit from educational articles that focus on security of tenure and rebated rents.</p> <p>Housing Futures could promote an expanded range of property maintenance performance achievements.</p> <p>Elections</p> <p>Natalie Leddick was welcomed onto the Board along with reelected Directors, Gayle Koubwere and Shirley Faram.</p>

FUTURE MEETINGS	DATE
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Finance Audit and Risk	TBA
Annual Member Christmas Party at Emerald Lake Park	04 12 2016
Board	16 12 2016
Governance	17 03 2017