

BOARD MEETING PUBLIC RECORD

28 JUNE 2013

THIS PUBLIC RECORD OF A BOARD MEETING ON 28 JUNE 2013 WAS APPROVED BY THE BOARD ON 26 JULY 2013 AS A TRUE AND ACCURATE REPORT FOR PUBLIC RELEASE ON THE SEHC WEB SITE

ATTENDANCE

DIRECTORS – SHIRLEY FARAM, ANDREA LEE, TRACEY HALL, JAN DICKSON, GREG NOLAN, NATALIE LEDDICK STEVE KROPF, LOUISE KLOOT, AND DEBBIE DIOGUARDI

ALSO IN ATTENDANCE – IAN MCLAREN (GENERAL MANAGER) AND DAVID GRIFFITHS (GOVERNANCE OFFICER)

OPERATION FUTURE

The General Manager reported that the Community Housing Federation of Victoria Ltd (CHFV) had met with the Housing Minister and that there had been a vigorous exchange of views.

A draft letter to the Shadow Minister for Housing was approved. It was noted that the letter introduced SouthEast and that enclosures included The Phoenix, Cop-operators and the Borderlands documentation on housing co-operatives.

HPF LEASE AND GENERAL LEASE

The General Manager reported that the General Lease had been signed and lodged with DHS.

The board ratified the signing of the General Lease and congratulated the General Manager on his efforts and contribution towards securing the General Lease.

GENERAL MEETING

It was noted that the General Meeting on 20 May 2013 Discussion Group Reports had been uploaded to the SouthEast web site and would be published in Housing Futures, update reports would be included in the newsletter and the web site and that there would be a Morning Tea for members at the SouthEast Office on 11 October 2013 and a XMAS Party for all members on 1 December 2013.

GENERAL MANAGER REPORT

The General Manager reported that SouthEast was fully compliant and that:

- (a) No tenant had vacated.
- (b) There were no new tenants but one member had downsized and another member had upsized.
- (c) There were two vacant properties including the property pending development approval.
- (d) Rent arrears were \$16,475 at 31 May 2013.

It was agreed that the board would write to the member congratulating the member for downsizing.

ANNUAL REPORT

The 31 July 2013 deadline for officer contributions was noted.

FINANCIAL REPORTS

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.

MEMBER HANDBOOK

It was noted that the Governance and Policy Committee was preparing a Member Handbook. The draft was circulated to directors for their information.