

BOARD MEETING PUBLIC RECORD

28 NOVEMBER 2014

THIS PUBLIC RECORD OF A BOARD MEETING ON 28 NOVEMBER 2014 WAS APPROVED BY THE BOARD ON 12 DECEMBER 2014 AS A TRUE AND ACCURATE REPORT FOR PUBLIC RELEASE ON THE SEHC WEBSITE

ATTENDANCE

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

APOLOGIES: NOT APPLICABLE

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

FIRST STREET DEVELOPMENT

The General Manager advised that DHS had still not made a decision on the SEHC application of the redevelopment of the First Street property.

ANNUAL GENERAL MEETING

The board noted the high number of responses from members to the two surveys and the positive ranking of issues.

The following features of the AGM were noted (a) all directors were in attendance (b) the number of directors making presentations (c) the continued excellence of the Annual Report (d) member support for the hampers and raffle.

The board decided to write to all members who are not retired and who did not attend the AGM or provide an apology with a reason

It was noted that future General Meeting, and board, mail outs would include a list of documents in the mail out and a request that members and/or directors contact the SEHC Office for any missing documents.

It was also noted that inherited records did not always provide the necessary information to establish for how long members had been members of antecedent co-operatives.

INTEREST, CONFIDENTIALITY, CODE

It was noted that all directors had to individually sign the Conflict of Interest policy, the Confidentiality Agreement and the Directors Code of Conduct.

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OFFICE BEARERS

The following office bearers were elected:

Deputy Chairperson - Shirley Faram
Secretary - Greg Nolan
Deputy Secretary - Gayle Koubwere
Business and Finance Convenor - Tracey Hall
Governance and Policy Convenor - Shirley Faram
Audit Committee Convenor - Steve Kropf

HOUSING REGISTRAR ANNUAL REVIEW

There was discussion on the Annual review. It was noted that SouthEast KPM had continued to improve over the 2011-2012 period and as compared with similar agencies.

It was noted that the Engagement profile was rated lows and that this was a positive because it concerned the level of engagement between the provider or association and the Housing Registrar.

It was noted that the performance improvement plan included three items – submit an asset plan by 30 June 2015, inform about First Street Development and improve vacant tenant turnaround time.

COMPLIANCE

The General Manager reported that was fully compliant and that:

- (a) No tenant had vacated.
- (b) There were no new tenants,
- (c) There was one vacant property – the First Street property for re-development.
- (d) Rent arrears at \$12,262 at 31 October 2014
- (e) No reportable complaints for the month of October.

The General Manager advised that ACM had determined that SouthEast was now eligible as a PBI recipient – Public Benevolent Institution.

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.

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