

# BOARD MEETING PUBLIC RECORD

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30 AUGUST 2013

THIS PUBLIC RECORD OF A BOARD MEETING ON 30 AUGUST 2013 WAS APPROVED BY THE BOARD ON 27 SEPTEMBER 2013 AS A TRUE AND ACCURATE REPORT FOR PUBLIC RELEASE ON THE SEHC WEB SITE

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## ATTENDANCE

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

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

APOLOGY: STEVE KROPF,

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## OPERATION FUTURE

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The General Manager advised that the Minister for Housing Wendy Lovell had said that a Pathways response would be released before the end of the calendar year. He also reported that the property conditions reported on all public housing properties commissioned by DHS was behind schedule and unlikely to be finished by the end of this calendar year.

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## MOU WITH CEHL

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The board considered a report by the General Manager on the Memorandum of Understanding with Common Equity Housing Ltd (CEHL). The MOU is not binding on either CEHL or SEHC and enables SEHC to access and benefit from CEHL contracts and services.

The board agreed to continue to support the MOU with an annual review.

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## DRAFT ANNUAL REPORT

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The draft Annual Report for the AGM was considered and it was noted that additional changes were required.

It was agreed that these changes would be incorporated and the redrafted Annual Report circulated to directors for approval.

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#### **LIVEABILITY POLICY**

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A Liveability Property Modifications policy prepared by the Governance and Policy Committee was adopted.

As an amendment to the Member Manual, the policy will be submitted to the AGM on 18 November 2013 for approval.

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#### **IT POLICY**

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The board adopted the IT policy prepared by the Governance and Policy Committee.

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#### **FINANCIAL REPORTS**

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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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#### **GENERAL MANAGER REPORT**

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

- (a) No tenant had vacated.
- (b) There were no new tenants.
- (c) There was one vacant property.
- (d) No reportable activities in relation to an existing complaint and no new complaints.

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#### **MEMBER EVENTS**

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The board was advised on registration for two upcoming member events: (a) a Morning Tea at the Office on 11 October 2013 and a (b) Xmas party on 1 December 2013.

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#### **SUCCESSION PLANNING**

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There was a brief discussion on succession planning for the board and the need to encourage members to nominate for the board.

It was noted that the Governance and Policy Committee will consider the issue at its next meeting and prepare recommendations for consideration by the next board meeting.