



Board STRATEGY Meeting MINUTES
The Hut Community Centre Community Room
Thursday 19 October, 2023
6.00 – 8.00pm

Attendees: David Rawnsley (Chair), Ann Croser, Geoff Keynes, Deborah Turnbull, Pamela Patane, Jenni Bottroff, Sarah Moulds (arrived late)

Apologies: Greg Bussell, John Kemp, Sharon Maslen

In attendance: Deb Bates (EO)

1. Meeting Opening

- 1.1. David acknowledged our meeting on the traditional lands of Aboriginal people and paid respect.
- 1.2. Apologies: Greg Bussell, John Kemp, Sharon Maslen.
- 1.3. Conflict of Interest: none declared.

2. Minutes of meeting

- 2.1. Minutes of full board meeting held 10 August 2023 accepted as a true and accurate record.
Moved: Ann Croser **Second:** Geoff Keynes **All in favour:** carried
- 2.2. Notes of meeting held 14 September 2023 noted and accepted.

3. Action items

- 3.1. Strategic meetings with Josh Teague, Rebekha Sharkie to discuss loss of funding to be removed from Action Items
- 3.2. Meeting with AHC CEO, Greg Georgopoulos to be arranged.
- 3.3. Meeting with Stirling Business Assoc to discuss 'Friends of' to be deferred until Christmas Pageant is over.
- 3.4. Fundraising initiatives to be removed as in progress.
- 3.5. Meeting with Harris Real Estate will be held next week. Action item to be removed.
- 3.6. Meet with clients re wills and bequests to be deferred.

Discussion held: Cr. Leith Mudge (AHC) and Deb Turnbull discussed possibility of social/community housing at AVC Hall site.

4. Business

4.1. Woodside Cottage Lease

The decision made via email in response to the proposal sent on 20th Sept 2023 by the EO approving the release of the Lessee from his obligations of the Lease as from 31st October 2023 was ratified.

Sarah Moulds arrived.

4.2. Auditor

4.2.1. 2023/24 – Due to the retirement of the regular auditor, another has been sought. After discussion with our accountant and reviewing several quotes, Deb Bates recommends Chris Dickinson from CDA Audit and Advisory be appointed.

Motion: The Board appoint Chris Dickinson of CDA as The Hut Community Centre Inc.'s Auditor for 2023/24.

Moved: Jenni B

Second: Geoff K

All in favour: Carried

4.2.2. Board Meeting Schedule 2023/24 – The Board resolved to hold meetings on the second Wednesday of each month, 6-8pm from December 2023.

4.3. Income Generation

4.3.1. Income Generation Working Group update was presented by David. Deb T supported the distilling of many ideas into four initiatives and believes in the staged approach, recognising existing partners/sponsors.

Motion: That the 'Friends of The Hut' programs (Business and Individual) be established as a strategy to secure an additional revenue stream for The Hut operations.

Moved: Deb Turnbull

Second: Sarah Moulds

All in favour: carried

Discussion points

- Board member business and individual/family contacts for 'Friends of The Hut'.
- The need to be strategic in our recruitment for Board positions as there are potential conflicts of interest if we recruit a board member who is a 'friend of'. This needs to be teased out when developing the program as a risk
- Businesses and individuals get lots of requests – what ticks their boxes? We need to have a clear sense of what high net worth 'Friends' would get out of sponsoring to have the best chance of engaging people. Julie Peter is a contact of Anne Croser. Ann to speak with Julie at an appropriate time.
- Ideas for increasing Donations:
 - Pageant – QR codes on promotional material to be displayed on each stall table
 - Hut volunteers to wear Donate badges.
 - Include info about the Donations with AGM paperwork.
 - Investigate Workplace giving. Eg Adelaide Uni Annual Giving Day. The use of a Barometer was discussed but discounted.
- Priority order that has been given is sensible. Low investment and wide reach of small donations.

- Hold a thank you event for existing sponsors in the New Year. This will acknowledge their continued giving and keep them engaged. Board members to attend and seek feedback re what works, what doesn't and what else could be a 'carrot' to engaging new businesses.
- Working Party to include EO, Pamela, David, Deb T. EO to arrange next meeting.

4.4. AGM


- 4.4.1. Agenda to include guest speaker – Hut client/now hourly facilitator to present her story and outline the benefits of The Hut – food, social, support, confidence
- 4.4.2. Board Member vacancy and recruitment. Two new nominations have been received:
Tony Rogers – literary lecturer/retired/local.
Susanne Koen – senior communications consultant/Mylor/ previous Uni SA employee
- 4.4.3. Appointment of Board office-bearers will be decided at conclusion of the AGM in a short board meeting.
- 4.4.4. Board Meeting day/time will be discussed at conclusion (or just before) the AGM. Thursdays are not preferred by Board Chair and EO and preference is for the meetings to be held during the latter part of the week to allow for time between sub committee meetings (processing of minutes) and board meetings. Wednesdays 6-8pm will be proposed as the preferred day/time.

5. AOB

- 5.1. Grant tenders for DHS EFAP transition grant (\$24,000) and Foundation SA (\$4,800) were both successful.
 - 5.2. Stronger communities grant was also successful (\$10,000). Will be used to fund the NEST program (Nutrition Education Skills Training) and fortnightly cooking lessons for people on low income. These will be using food in season and food that we have on hand in the food pantry. Cost will be free.
- AGM – 16 November 2023, 6pm at The Village Well
 - Sharon Maslen will be an apology
 - John Kemp to be farewelled.
 - Short Board meeting following AGM to appoint office-bearers.

Next Meeting: Full Board meeting – Wednesday 13th December 6pm to enable Deb B and other board members to attend the Woodside pageant (Thurs 14th Dec).

6. Meeting Closed at 7.54pm

<p>Accepted as an accurate record of proceedings:</p> <p style="text-align: center;">  </p> <p>Chair – on behalf of Members</p> <p>Date <u>8</u> / <u>12</u> / <u>2023</u></p>
--