



**McARTHUR RIVER MINE  
COMMUNITY BENEFITS TRUST**

## **Minutes – MRM CBT Board Meeting 22 November 2023**

**Venue:** NT House Level 14 Paspaley Board Room, Darwin

**Present:** Marlene Karkadoo – Co-chairperson (MK)  
Jake Quinlivan – Co-chairperson (JQ)  
Elizabeth Gillett (EG)  
Emily Evans (EE)  
Corrine Coombes (CC)  
Alan Baker (AB)  
Nikita Baker (NB)  
Noel Dixon (ND)  
Sam Strohmayr (SS)  
Mike Burgess (MB)  
Tracy Jones (TJ)  
Jim Gleeson (JG)  
Hayley Seears (HS)

**Presenters:** Tim Maddock (TM) – Deloitte  
Steve McAllan (SM) – Youth and Community Coordinator  
Patrick Cozens (PC) – Cozens Johansen Lawyers  
Suzanne Archbold (SA) – AdvisoryHQ  
David Cope (DC) – Morgans Financial  
Lesley Faehse (LF) – Morgans Financial

**Apologies:** Samuel Evans (SE)

**Absent:** David Harvey (DH)

#	Agenda Item / Action	Outcome / Action
<b>1</b>	<b>Welcome and Introductions</b>	
Meeting start:  1:00pm	<p>1.1. <b>Acknowledgment of Country</b> MK opened the board meeting</p> <p>1.2. <b>Members Present</b> Members welcomed and apologies acknowledged.</p> <p>1.3. <b>Meeting Attendance</b> Code of Conduct to be recirculated to Directors Director attendance to be followed up with MAWA Coordinator</p>	<p><b>Code of Conduct to be recirculated to Directors</b></p> <p><b>POs to draft letter to MAWA asking to reconsider Yanyuwa representation to ensure regular attendance</b></p>
<b>2</b>	<b>Minutes and Actions from previous meeting</b>	
	<p>2.1. Advise MAWA a new application is required with a new quote for a printer. <b>Complete – no application received as yet</b></p> <p>2.2. Seek out of session decision on the Term Deposit in September. <b>Complete</b></p> <p>2.3. POs to arrange signatures for BT documents. <b>Complete</b></p> <p>2.4. POs to advise the three submitters of the outcomes of the EOI process for Investment Strategy. <b>Complete</b></p> <p>2.5. POs to contact the local Directors to get name suggestions for the program. <b>In progress</b></p> <p>2.6. Engage professional services to support the governance and establishment of the new entity. <b>Complete – Cozens Johansen and AdvisoryHQ engaged</b></p> <p>2.7. POs to provide the EOI response to the Board for the above once received. <b>Complete – provided to sub-committee and approved</b></p> <p>2.8. SM and TJ to organise an MRM briefing on the program. <b>In progress</b></p> <p>2.9. SM / Plan C to arrange a welcome event for the community. <b>Complete</b></p> <p>2.10. POs to send the NIAA funding agreement and Cozens Johansen advice to the subcommittee. <b>Complete</b></p> <p>2.11. Advise Louw Group of the outcomes of the project management decision. <b>Complete</b></p> <p>2.12. POs to work with Cozens Johansen to establish TOR for CBT Development subcommittee. <b>In progress</b></p> <p>2.13. POs to talk to John Bradley about the use of the word. <b>In progress</b></p> <p>2.14. Local Directors to confirm the word Limurrangka is supported by the local community. <b>In progress</b></p> <p>2.15. POs to confirm the word with other local Directors. <b>In progress</b></p> <p>2.16. POs to advise Many Rivers of the decision not to proceed with the program based on the recent outcomes. <b>Complete</b></p> <p>2.17. POs to draft letter to MAWA to rescind Broke n Spanner Project. <b>Complete</b></p> <p>2.18. POs to draft letter to BARC on the boards feedback on expectations and funding opportunities. <b>Complete</b></p> <p>2.19. POs to draft letters to advise applicants of the outcomes of the applications. <b>Complete</b></p>	<p><b>Minutes accepted.</b></p> <p><b>Incomplete actions to be followed up.</b></p>

#	Agenda Item / Action	Outcome / Action
	<p>2.20. POs to circulate the artwork for the signage to the Board. <b>Not complete – refer CBT-led Projects</b></p> <p>2.21. POs to progress with the redesign of the signs and confirm the process with RGRC / NTG. <b>In progress - refer CBT-led Projects</b></p> <p>2.22. POs to advise Cozens Johansen of the resolution to adopt the Procurement Policy and to make amendments to the Policies and Procedures document to reflect the adopted policy. <b>Complete</b></p> <p>2.23. POs to arrange a community information session for potential new community Director. <b>In progress</b></p> <p>2.24. POs to check requirements of the Constitution for nominating Directors. <b>Complete</b></p> <p>2.25. POs to draft letter to the MAWA Coordinator advising him he is unable to attend CBT Board Meetings unless invited to present on MAWA Business. <b>Complete</b></p> <p>2.26. JQ to email the information about Town Camp Roads to the local Directors. <b>In progress</b></p> <p>2.27. JQ advised to provide his phone number to local Directors to talk about the concerns with housing and town camp roads. <b>Complete</b></p> <p>2.28. POs to work with the local Directors to establish a local fishing competition. <b>In progress</b></p> <p>2.29. POs to draft letter to NTG Health Minister requesting information on the dental services for Borrooloola. <b>Complete – refer Board Pack</b></p> <p>2.30. POs to seek advice from Cozens Johansen on the requirements for attendance at Board Meetings. <b>In progress - refer Other Business</b></p> <p>2.31. POs to work with MRM to seek quotes from a suitable organisation to undertake the training gaps analysis and identify the training opportunities for local Directors. <b>Complete – refer Other Business</b></p> <p>2.32. POs to work with Campaign Edge Sprout / MRM to organise this event and board meeting on 22 November. <b>Complete</b></p> <p>Previous Actions</p> <ul style="list-style-type: none"> <li>• POs to make application to the Place Naming Committee to change name of Searcy Street – appropriate name needs to be determined <b>In progress – appropriate consultation needs to be undertaken and a name proposed for the street</b></li> <li>• POs to continue engaging with Purple House on the plans for integrating with CBT Development <b>In progress</b></li> <li>• POs to seek advice from Cozens Johansen on new entity structure for CBT Development <b>In progress</b></li> <li>• POs to provide update to the Board on the NIAA funding agreement once received <b>In progress</b></li> <li>• POs to work with Artback NT on a new program for beyond 2023 <b>In progress</b></li> <li>• POs to continue to work on the place names for the signage strategy <b>In progress – refer CBT-led Projects</b></li> <li>• POs to continue to follow up on the Director IDs <b>In progress</b></li> <li>• POs to prepare a letter for CBT Directors as reminder of Director responsibilities and Trust expectations <b>In progress</b></li> <li>• POs and local Directors to seek nominations for the CBT local male community representative <b>In progress</b></li> </ul>	

#	Agenda Item / Action	Outcome / Action
	<ul style="list-style-type: none"> <li>POs to implement a complaints process for the CBT <b>Not complete – further information required</b></li> <li>Acquittal of sports courts <b>In progress</b></li> </ul>	
<b>3</b>	<b>Finance and Operations – Deloitte</b>	
	<p>Presentation by Tim Maddock, Deloitte</p> <p><b>3.1. Quarterly Board Report</b> Board report accepted.</p> <p><b>3.2. Term Deposit</b> Requires an out of session decision in February 2024.</p> <p><b>3.3. BT Investments Update</b> TM to provide the updated financial report on the BT fund with the correct numbers.</p> <p>JQ thanked TM for the year.</p>	<p><b>Seek out of session decision on the Term Deposit in February.</b></p> <p><b>POs to distribute current financial position as at 22 Nov with the meeting minutes</b></p>
<b>4</b>	<b>Investment Strategy</b>	
	<p>Presentation by David Cope and Lesley Faehse, Morgans Financial</p> <p>DC and LF presented the proposed Investment Strategy to the Board.</p> <p><b>Resolutions:</b></p> <ol style="list-style-type: none"> <li><b>Adopt the Investment Strategy as presented in the Board Meeting</b></li> <li><b>Engage Morgans for the fund management based on a detailed fee submission being provided</b></li> </ol> <p><b>Approved in principle</b> <b>Moved – AB</b> <b>Seconded – SS</b></p>	<p><b>POs to seek a detailed fee breakdown from Morgans for the Investment Management and an example of what would be presented to the Board</b></p>
<b>5</b>	<b>Youth and Community Program</b>	
	<p>5.1. Presentation by Patrick Cozens and Suzanne Archbold on the Entity Establishment for the Youth and Community Program</p> <p>Patrick and Suzanne presented on the options for establishing a new entity, identifying the pros and cons of each option.</p> <p>5.2. Program Delivery – Presentation from Steve McAllan JG provided summary of Plan C management SM provided summary of program so far</p> <p>5.3. Name for the Program Yanyuwa and Garrwa names to be considered at the next network meeting. This will be brought back to the board. JQ – should have young people involved in choosing the names. Important to use this opportunity to involve the young people in this process. NB – should get them to come together and paint own logo. Come together as an activity to create a mural. AB - Take ownership of the centre by doing the artwork</p>	<p><b>POs to advise the board at the next meeting of suggested names for the Program</b></p> <p><b>POs to advise Cozens Johansen/Advisory HQ to progress with the recommended entity establishment</b></p>

#	Agenda Item / Action	Outcome / Action
	<b>Resolutions:</b> <b>1. Adopt the recommended governance/organisational structure presented by Cozens Johansen/AdvisoryHQ</b> <b>Moved – AB</b> <b>Seconded – EE</b>	
6	<b>CBT Development</b>	
	6.1. NIAA Agreement and Next Steps JQ – write to the NTG to contribute more to the economic development side of things. Once the financial close is completed. JQ happy to work with CBT on this.	<b>JQ to action the economic development contribution from NTG</b>  <b>POs to follow up latest NIAA agreement documents with Cozens Johansen</b>  <b>POs to work with Cozens Johansen to establish TOR for CBT Development subcommittee</b>
7	<b>Current Grants / Project Management</b>	
	<b>7. Current Grants / Project Management</b>  <b>7.1. Completed / Acquitted Grant Projects</b> 7.1.1. John Moriarty Foundation – Scholarship – Courtese graduated in November – refer PO Report for final milestone report 7.1.2. John Moriarty Foundation – After School Program – refer PO Report for final milestone report 7.1.3. MAWA – Broke n Spanners – program rescinded 7.1.4. Jarrdimba Bayamku Aboriginal Corporation – Seven Emu Infrastructure  <b>7.2. Approved Grant Projects</b> 7.2.1. Artback NT Remote Arts and Culture Program 2020-2023 – acquitted up to Milestone 4 7.2.2. Mabunji Li-Anthawittiyarra Sea Ranger Unit – Fauna Monitoring on Maria and North Island NT - acquitted up to Milestone 6 7.2.3. Borroloola School Breakfast Program 2021-2024 – acquitted to Milestone 5 7.2.4. RGRC Sports Courts – acquitted to Milestone 1 - <i>Overdue</i> - acquittal in progress 7.2.5. RGRC Healthy Pets Healthy Communities 2022-2024 – acquitted to Milestone 3 7.2.6. MAWA – Scrap Metal Clean Up – acquitted to Milestone 1 – <i>on hold</i> 7.2.7. Many Rivers Microfinance - Microenterprise Development Support to Borroloola and surrounding area – acquitted to Milestone 2 – Many Rivers have been advised the program has been put on hold and the future of the program will need to be reconsidered	<b>POs to advise MAWA the request to transfer funding to Christmas was not supported.</b>

#	Agenda Item / Action	Outcome / Action
	<p>7.2.8. MAWA – Back Roads Bush Tracks 2022 – acquitted to Milestone 1</p> <p>7.2.9. Vulcana Women’s Circus – Youth Circus and Empowerment – acquitted to Milestone 1 – refer PO Report for report from their latest visit to the community</p> <p>7.2.10. Borroloola School – Two Way Learning Program 2023-2024 – acquitted to Milestone 3</p> <p>7.2.11. Borroloola School – Jimblah Program – acquitted to Milestone 1</p> <p>7.2.12. Borroloola School – Canberra Excursion – acquitted to Milestone 1 – excursion has happened</p> <p>7.2.13. Borroloola Amateur Race Club – Rodeo Grounds Upgrades – acquitted to Milestone 1 – feedback on the program provided</p> <p>7.2.14. Mabunji Li-Anthawittiyarra Sea Ranger Unit – Indigenous Knowledge Trailer – acquitted to Milestone 1</p> <p>7.2.15. Borroloola School – Community Activities for Adults – acquitted to Milestone 1</p> <p>7.2.16. Waralungku Arts – Markets and Events – acquitted to Milestone 2</p> <p>7.2.17. Waralungku Arts – Airconditioning – acquitted to Milestone 1</p> <p>7.2.18. MAWA NAIDOC 2023 – awaiting funding agreement – <b>suggestion that this funding is reallocated to the MAWA Christmas Program as the program has expanded – not supported</b></p> <p>7.2.19. GYRACC – Virtual Reality Exhibition Waralungku Arts Centre – acquitted to Milestone 1</p> <p>7.2.20. MAWA – Christmas 2023 – agreement executed</p> <p>7.2.21. Waralungku Arts – Supplies and Equipment - acquitted to Milestone 1</p> <p>7.2.22. Flinders University – Archaeology on Marra Country – agreement executed</p> <p><b>7.3. Commitments / In-principle</b></p>	
<b>8</b>	<b>Future Grants / Applications</b>	
	<p><b>8.1. Expressions of Interest</b> Nil</p> <p><b>8.2. Current full applications</b></p> <p><b>8.2.1. Artback NT – Remote Arts and Culture Program 2024-2026</b> <i>Note: MK left the room for this discussion due to Conflict of Interest</i></p> <p><b>Resolution:</b> <b>Approved in principle for one year, based on the diversion of the accommodation/office expenses of \$38K to local benefits. A new funding application will be required each year.</b> <b>Moved – EG</b> <b>Seconded – EE</b></p> <p><b>Vulcana Circus – Variation request</b> <b>Approved.</b> <b>Moved – EE</b> <b>Seconded – CC</b></p>	<p><b>POs to provide feedback to Artback NT on the application</b></p> <p><b>POs draft letters to advise applicants of the outcomes of the applications</b></p>

#	Agenda Item / Action	Outcome / Action
9	<b>CBT-led Projects – Plan C updates</b>	
	<ul style="list-style-type: none"> <li><b>Academic Assistance Bursary</b> Applications Approved Moved – CC Seconded – EG</li> <li><b>Borroloola Signage Strategy</b> JQ – advised he will seek funding from the NTG to pay the CBT for the signage strategy consultancy services SS – still need to add the space to update the signs down the track</li> </ul>	<p>POs to advise schools of the outcomes of the Academic Assistance Bursary</p> <p>POs to work with Campaign Edge Sprout on some media for the Academic Assistance Bursary</p> <p>POs to engage consultancy services for the Signage Strategy</p> <p>JQ to seek funding contribution from NTG for signage</p>
10	<b>Other Business</b>	
	<ul style="list-style-type: none"> <li><b>Sharon Hillen as the NTG independent Director</b> Nomination endorsed Moved – MK Seconded – MB</li> <li><b>Governance Training – quote from Cross Cultural Consultants Resolution:</b> Engage Cross Cultural Consultants to assist with identifying training needs and opportunities for CBT Directors Moved – MB Seconded – SS</li> <li>New male Community Director – Nominations</li> <li>Director Requirements ABRS – Director Identification Number</li> <li>Next Board Meeting – proposed 6 March 2024 Trade Training Centre, Borroloola</li> </ul>	<p>POs to proceed with onboarding Sharon Hillen as a new NTG Director</p> <p>POs to work with TJ on bringing Cross Cultural Consultants in for training</p> <p>POs to engage Cross Cultural Consultants for training needs</p> <p>POs to arrange a community information session for new community Director</p> <p>POs to confirm date for first Board meeting of 2024</p>
	<b>Summary of actions arising</b>	
Meeting closed: 5:00pm	<ol style="list-style-type: none"> <li>Code of Conduct to be recirculated to Directors</li> <li>POs to draft letter to MAWA asking to reconsider Yanyuwa representation to ensure regular attendance</li> <li>POs to ask Cozens Johansen to redraft the Code of Conduct for Directors regarding Director attendance</li> <li>Add the Code of Conduct as an agenda item for the next meeting</li> </ol>	

#	Agenda Item / Action	Outcome / Action
	<ol style="list-style-type: none"> <li>5. Incomplete actions to be followed up.</li> <li>6. Seek out of session decision on the Term Deposit in February.</li> <li>7. POs to distribute current financial position as at 22 Nov with the meeting minutes</li> <li>8. POs to seek a detailed fee breakdown from Morgans for the Investment Management and an example of what would be presented to the Board</li> <li>9. POs to advise the board at the next meeting of suggested names for the Program</li> <li>10. POs to advise Cozens Johansen/Advisory HQ to progress with the recommended entity establishment</li> <li>11. JQ to action the economic development contribution from NTG</li> <li>12. POs to follow up latest NIAA agreement documents with Cozens Johansen</li> <li>13. POs to work with Cozens Johansen to establish TOR for CBT Development subcommittee</li> <li>14. POs to advise MAWA the request to transfer funding to Christmas was not supported.</li> <li>15. POs to provide feedback to Artback NT on the application</li> <li>16. POs draft letters to advise applicants of the outcomes of the applications</li> <li>17. POs to advise schools of the outcomes of the Academic Assistance Bursary</li> <li>18. POs to work with Campaign Edge Sprout on some media for the Academic Assistance Bursary</li> <li>19. POs to engage consultancy services for the Signage Strategy</li> <li>20. JQ to seek funding contribution from NTG for signage</li> <li>21. POs to proceed with onboarding Sharon Hillen as a new NTG Director</li> <li>22. POs to work with TJ on bringing Cross Cultural Consultants in for training</li> <li>23. POs to engage Cross Cultural Consultants for training needs</li> <li>24. POs to arrange a community information session for new community Director</li> <li>25. POs to confirm date for first Board meeting of 2024</li> </ol>	