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|  | **Minutes**  **MRM CBT Board Meeting**  **20 August 2024** |
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| **Venue:** | **Borroloola Trade Centre** |
| **Present:**  **Apologies:**  **Presenters:** | Marlene Karkadoo – Co-chairperson (MK)  Jake Quinlivan – Co-chairperson (JQ)  Emily Evans (EE)  Nikita Baker (NB)  Alan Baker (AB)  Samuel Evans (SE)  Corrine Coombes (CC)  Elizabeth Gillett (EG)  Noel Dixon (ND)  Sam Strohmayr (SS)  Jim Gleeson (JG)  Hayley Seears (HS)  Mike Burgess (MB)  Sharon Hillen (SH)  Tracy Jones (TJ)  Tim Maddock (TM) – Deloitte  David Cope (DC) and Lesley Faehse (LF) – Morgans  Steve McAllan (SM) – Youth and Community Coordinator  Suzanne Archbold (SA) – AdvisoryHQ |

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| **#** | **Agenda Item / Action** |
|  | **Welcome and Introductions** |
| Started: 10:05am | Welcome / Acknowledgment of Country   * 1. Members Present   Members welcomed and apologies acknowledged.   * 1. **Male Yanyuwa representative**   **Action: POs to onboard person ahead of next meeting.** |
|  | **Minutes and Actions from previous meeting** |
|  | * 1. **Minutes from previous meeting**   Accepted and outstanding actions noted. |
|  | **Finance and Operations -** Tim Maddock, Deloitte |
|  | * 1. **Quarterly Board Report**   Discussed and accepted.   * 1. **Memo – Transfer funds to account with higher interest rate**   Discussed and accepted.  **Resolution: CBT resolves to transfer funds to the new account. Moved – CC, Seconded – SE, All in favour.**   * 1. **Memo – AGM**   Discussed and accepted.  **Resolution: AGM to be held online on 23 October 2024.**  **Moved – SS, Second – CC, All in favour.** |
|  | **Investment Strategy –** David Cope and Lesley Faehse, Morgans |
|  | * 1. **Fund Management update**   2. **Updated Investment Strategy**   Discussed and accepted.  **Resolution: Revised Investment Strategy adopted**  **Moved – EG, Seconded – SS, All in favour.**   * 1. **Investment sub-committee delegation for endorsement**   Discussed and accepted.  **Resolution: Investment subcommittee terms of reference endorsed Moved – MK, Seconded – EE, All in favour** |
|  | **Youth and Community Program –** Steve McAllan, Jim Gleeson |
|  | * 1. **Update on the Youth and Community Program**   2. **Name for the Youth and Community Program**   Discussed and accepted.  **Resolution: Name for the program agreed as Gulf Youth and Community Services (GYCS), with the mission, vision and logo to be determined by the young people in the program**  **Moved – MK, Seconded – NB, All in favour**   * 1. **Menzies Program**   Discussed and decided that the decision should to be made by CBTYCL Directors.  **Action: POs to seek out of session decision on approving the Menzies agreement.** |
|  | **Youth and Community – new entity establishment –** Suzanne Archbold |
|  | * 1. **Interim support for the youth program**   Plan C to continue providing support to the program for approximately 12 months(subject to approval of fee proposal)   * 1. CBT Contribution to CBTYCL for Events   CBT committed $50,000 to support events in the community. Agreed this will be auspiced through CBTYCL.   * 1. **Add a CBTYCL Director**   Discussed and accepted. **Resolution: Board resolved to add Emily Evans as a Director of CBTYCL.**  **Moved – CC, Seconded – EG, All in favour.** |
|  | **House Purchase** |
|  | * 1. **Property Suitability and Valuation**   Discussed and agreed to proceed with making an offer.  **Resolution: Board resolves to instruct POs to negotiate on behalf of the CBT to make an offer to purchase the property.**  **Moved – CC, Seconded – SE, All in favour.** |
|  | **Current Grants / Project Management** |
|  | * 1. **Borroloola School Breakfast Program**   Agreed to write a letter to the Borroloola School Council and Department of Education that highlights a decade of CBT support.  **Action:** **POs to draft letter to Borroloola School and CEO of Department of Education regarding the CBT support for the breakfast program**   * 1. **Borroloola School Community Activities for Adults**   Discussed and agreed to transfer remaining funding to Youth and Community Program as they are now operating this program.  **Action: Establish funding agreement with CBTYCL for the sewing program**   * 1. **Branding for CBT funded projects**   Discussed and agreed to take steps to ensure CBT banding is included on/in CBT funded projects, including the cyclone shelter.  **Action: POs to work with Campaign Edge Sprout on preparing collateral/branded materials for CBT funded projects** |
|  | **Future Grants / Applications** |
|  | * 1. **Expressions of Interest**   N/A   * 1. **Current full applications**      1. **GYRACC – Waralungku Project**   Discussed and agreed to revise scope  **Decision: Approved change of scope**  **Moved – EE, Seconded – MK, All in favour.**   * + 1. **Robinson River School – School improvements.**   Discussed and agreed that there is not sufficient information to make a decision.  **Decision: The CBT require additional information regarding the funding structure, quotes, and ensuring the school is aware of what funding is available to them. JQ to action this from NTG side.**   * + 1. **Robinson River School – EON Foundation**   Discussed and agreed to not proceed.  **Decision: Not supported.**  **Moved – ND, Seconded – EG, All in favour.** |
|  | **CBT-led Projects – Project Officer updates** |
|  | * 1. **Borroloola Signage Strategy – update**   **Action: POs to continue with signage strategy**   * 1. **Campaign Edge Sprout – Territory Q article**   Discussed and approved.  **Moved – SE, Seconded – CC, All in favour** |
|  | **Other Business** |
|  | * 1. **Recording culture and stories**   Discussed potential training and upskilling the community regarding recording culture and stories.  **Action: POs to investigate potential training regarding capturing stories.**   * 1. **Next Board Meeting**   Discussed and confirmed for 27 November 2024 |

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| **Meeting End: 4:00pm** | **Summary of Actions:** |