



**Electronic
Frontiers**
AUSTRALIA

EFA Board Meeting 2019-09-11

Meeting Opened

Meeting opened at 8:03pm.

Attendance

Present: Lyndsey Jackson, Justin Warren, Peter Tonoli, Michelle Meares, Liz Williams, Richard Prangell.

Apologies: Eliza Sorensen, Shaun Haddrill, Steve King.

Introductions

Acceptance of Minutes from Previous Meeting

Moved: Lyndsey Jackson; Seconded: Justin Warren; Votes unanimously in favour.

Declaration of Interests

(Disclose conflicts of interest relevant to the agenda)

Lyndsey has taken on a paid role with coordinating the NetThing event until October 28 (may be a day or two post event).

Peter declared he is part of the NetThing organising committee.

Acknowledgement of intersessional decisions

The board has agreed to reappoint last year's auditor for this year. Quoted fee is \$2800+GST, plus any additional outlays that would need to be approved by EFA in advanced.

The board has agreed that the AGM date should be 24 November 2019.

New Member Applications

No new membership applications were presented at the meeting.

Progress on Actions

Update the board on progress on actions assigned at previous board meetings.

Action No.	Description	Responsible	Due By
2019-05-15.06	ATO balance adjustments accounting treatment. Determine correct accounting treatment for payments made to settle Superannuation Guarantee Charge, PAYG taxes, etc. now that ATO has completed processing the paperwork. BSA have been unresponsive. Justin to follow up again.	Justin Warren	2019-09-06 2019-10-09
2019-06-12.01	Newsletter covering impact of AABill campaign + fundraising Incomplete. Too much time has now passed to do this. Action cancelled.	Lyndsey Jackson	2019-06-20 2019-08-23 Cancelled
2019-06-12.07	Systems team to do asset discovery & inventory Moved to regular reporting on Systems work	Systems Committee	2019-07-10 2019-09-06 Complete
2019-06-12.09	Add board meeting minutes to efa.org.au	Liz Williams	2019-07-10 2019-09-06

	Liz to vet minutes to redact sensitive information before uploading.		2019-10-09
2019-07-10.01	Peter has suggested that Jess V be given access to efa.org.au	Peter	2019-09-06 Complete
2019-07-10.01	Angus Murray will create an operational document on the process of redaction, when things can be uploaded and investigate how parliamentary privilege impacts this.	Angus	2019-09-06 2019-10-09
2019-07-10.03	Shaun Haddrill to update the June financial report to move Queensland Gamer League to regular donation instead of other income. Updated by Justin.	Shaun	2019-08-14 Complete
2019-07-10.04	Follow up with BSA on tax returns for 2017 and 2018. Date for this month.	Shaun	2019-08-14 2019-09-06 2019-10-09
2019-07-10.06	Send an email to Steve & Lyndsey about membership list.	Peter	2019-09-06 Complete
2019-07-10.07	Peter to give access to Steve for CiviCRM Lyndsey and Steve to meet next week	Peter	2019-09-06 Complete
2019-08-14.01	Re-share 25th Anniversary working document with the board.	Lyndsey	2019-09-06 Complete
2019-08-14.02	Lyndsey/Eliza to look up the actual 25th anniversary date of the founding of EFA.	Eliza	2019-09-06 Complete
2019-08-14.03	Written report on SecuriDay presented to the board.	Steve	2019-09-06 2019-10-09

	Not received yet.		
2019-08-14.04	Justin to report to the board on the DRW strategy meeting. Oral report provided.	Justin	Complete
2019-08-14.05	Justin to head up the strategic planning initiative and organize a strategy day.	Justin	2019-10-28
2019-08-14.06	Decide if EFA should provide financial services support to the #robodebt group. Support not needed.	Lyndsey	2019-08-30 Complete
2019-08-14.07	Student to run @efa_oz Twitter handle for a week. Provide more information to board for a decision. Approved.	Lyndsey	2019-09-06 Complete

Treasurer Report

Report presented by Justin in Shaun's absence.

Stronger balance sheet provides opportunities for supporting more activities.

Liz noted that support for people attending IGF events may support EFA's objectives.

Liz would like a document created to explain the financial repairs that have been done. This would be similar to the documentation already created as part of last year's AGM process.

Action: Justin to start documenting financial repairs done this year, similar to last year's report.

Chair Report

NetThing - meetings progressing - Lyndsey is leading the Policy stream (and the Future but handing that over) - Peter is leading the Security stream - October 28 - <https://netthing.info/>

Eliza has IGF Berlin obligations and needs to step down from the secretary role - we will need to step in for support

Motion: To appoint Michelle as Secretary. Moved: Lyndsey, Seconded: Peter. Approved unanimously.

Google aren't providing a bursary for the Berlin IGF this year, disappointingly as Eliza has to cover their own costs.

Google have been asked if they will be providing a donation to EFA again this year but have yet to respond. The donation may not happen, and will need to be included in forward financial planning.

Automated membership renewal reminder emails are happening in CiviCRM once again, to general relief. We need to go back and catch ones that have lapsed.

Action: CiviCRM team to check for lapsed members and send renewal reminders.

A student is currently running the @efa_oz Twitter account as previously agreed. Seems to be driving good engagement. Lyndsey spoke with them Monday 9/9/19. They will give us a report when done and share things they learned.

The #notmydebt campaign do not need our assistance with their fundraising after all.

Legal Risks

The board resolved to seek professional legal advice.

Motion: To spend up to \$1000 on professional legal advice. Michelle to brief a lawyer on the matter. Moved: Liz, Seconded: Lyndsey. Approved unanimously.

EFA 25th Anniversary

We will not hold specific 25 year events in the current board's term. Instead, we will look to hold a "Next 25 Years" forward looking style events.

This is largely due to the lack of capacity for the board with all other work to be done. If we are going to do a 25 year style event, we need to be able to commit sufficient resources to it to ensure it is successful.

Fundraising

The board discussed fundraising in general, and determined that the ongoing approach to fundraising is a strategic question that will be dealt with as part of the strategic planning process.

Strategic Planning

Justin reported to the board on the DRW strategy session.

We will proceed with a strategy session the day after the NetThing event, on Tuesday 29 October 2019. We will need to select a venue as this will not be co-located with NetThing.

EFA to provide financial assistance to board members flying interstate for the event.

Action: Justin to work with Steve to select a venue for the strategy meeting. Justin to approach ThoughtWorks to see if they can assist.

Australian IGF

Eliza will be attending the IGF in Berlin. The LinuxFoundation have been approached to provide support, and EFA should also support this initiative, given the importance of the IGF and Australia's noticeable lack of presence in previous years.

We will use standard ATO per diem rates, and flights/accommodation to be reimbursed.

Motion: To provide Eliza with financial support to attend IGF, and to provide a trip report to the board. Moved: Liz, Seconded: Michelle. Approved unanimously.

NetThing Fellowships

EFA to consider allocating a sum of money to provide fellowships for people to attend NetThing. People could then apply for a fellowship and be allocated a certain chunk of money from the pool.

Discussions to be held via email prior to next meeting to determine if this is a good idea, and what funding pool would be appropriate.

Other Business

Peter will serve as the returning officer for the AGM. AGM planning and scheduling of activities has begun.

Meeting Scheduling

The next board meeting is scheduled for **Wednesday 9th of October, 2019 at 20:00 AEST.**

Meeting Closed

Meeting closed at 10:04pm AEST

Actions Summary Table

Action No.	Description	Responsible	Due By
2019-05-15.06	ATO balance adjustments accounting treatment. Determine correct accounting treatment for payments made to settle Superannuation Guarantee Charge, PAYG taxes, etc. now that ATO has completed processing the paperwork. BSA have been unresponsive. Justin to follow up again.	Justin Warren	2019-09-06 2019-10-09
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2019-07-10.04	Follow up with BSA on tax returns for 2017 and 2018. Date for this month.	Shaun	2019-08-14 2019-09-06 2019-10-09
2019-08-14.03	Written report on SecuriDay presented to the board. Not received yet.	Steve	2019-09-06 2019-10-09

2019-08-14.05	Justin to head up the strategic planning initiative and organize a strategy day.	Justin	2019-10-28
2019-09-11.01	Lyndsey to create a template for regular newsletters.	Lyndsey Jackson	2019-10-09
2019-09-11.02	Lyndsey to send newsletter promoting NetThing in Sydney.	Lyndsey Jackson	2019-09-27
2019-09-11.03	Michelle to create a media plan.	Michelle	2019-09-18
2019-09-11.04	Justin/Shawn to create a document outlining the work done on improving finances to inform members as part of AGM process.	Justin/Shawn	2019-10-09
2019-09-11.05	CiviCRM team/members team to look for lapsed members and send a renewal reminder email.	Lyndsey	2019-10-09
2019-09-11.06	Justin to approach ThoughtWorks for venue for EFA strategy meeting.	Justin	2019-10-09
2019-09-11.06	Michelle to brief a lawyer and seek advice.	Michelle	2019-09-20