



**Electronic  
Frontiers**  
AUSTRALIA

## **EFA Board Meeting Minutes**

**11 December 2019**

### **Meeting Opened**

Meeting opened at 8:10pm.

### **Attendance**

**Present:** Lyndsey Jackson, Justin Warren, Peter Tonoli, Michelle Meares, Richard Prangell, El Gibbs, Rita McIlwraith (from 8.10pm), Alejandro V. Betancourt, Matt Watt, Jess Irvine from Policy Team (until 8.20pm).

**Apologies:** None

### **Update from Policy Team**

Jess provided an update to the board on the policy team's work.

### **Introductions**

Welcome to the New Board from the Chair and Introductions.

### **Report on Board Election**

Returning Officer Peter Tonoli reported on the election process.

Opavote results - <https://www.opavote.com/results/5136601384484864>

**Action:** Link to be published of results and circulated in newsletter to members with an update of the Board Members. (Lyndsey)

## **Executive Positions**

Michelle Meares nominated for Secretary. Seconded: Peter Tonoli.  
Elected unopposed.

Lyndsey Jackson nominated Justin Warren for Treasurer. Seconded Peter Tonoli.  
Elected unopposed.

Peter Tonoli nominated for Vice-Chair. Seconded: Justin Warren.  
Elected unopposed.

Justin Warren nominated Lyndsey Jackson for Chair. Seconded: Michelle Meares.  
Elected unopposed.

Note: It was noted that Shaun Hadrill had contributed significantly to the organisation in his role as Treasurer in 2019 and the Board thanked him for that work.

## **Acceptance of Minutes from Previous Meeting held 9 October 2019**

Moved: Justin Warren; Seconded: Michelle Meares; Votes unanimously in favour aside from the new board members who were not present at that meeting who abstained from the vote.

## **Declaration of Interests**

*(Disclose conflicts of interest relevant to the agenda)*

No new interests declared.

## **New Member Applications**

No new membership applications were presented at the meeting.

## **Treasurer Report**

Report dated 11 November 2019 presented by Justin Warren.

Auditor's work has been completed.

Inquiries re insurance ongoing.

**Action:** Justin Warren will run a short workshop in early 2020 (date to be confirmed) for any board members interested in Financial Statements.

Motion - Lyndsey Jackson: That the Financial Statements be accepted.

Seconded: Michelle Meares

## **Chair Report**

None due to Executive not yet appointed following AGM.

## **Net Thing Wrap Up**

Lyndsey will circulate recommendations for EFA's possible future role with Net Thing.

Net Thing 2020 will be held in Brisbane.

Blog post about NetThing

[http://www.circleid.com/posts/20191202\\_what\\_to\\_make\\_of\\_the\\_inaugural\\_netthing\\_2019/](http://www.circleid.com/posts/20191202_what_to_make_of_the_inaugural_netthing_2019/)

## **Proposal to Co-opt Steven King and Eliza Sorenson to the Board**

Motion - Lyndsey Jackson: That the Board co-opt Steven King and Eliza Sorenson.

Seconded - Michelle Meares

Yes 6; No - 0; Abstain - 2.

Motion passed.

## **Governance Report**

Justin Warren reported that he will circulate an assessment tool to the board so skill sets can be identified and any strengths or weaknesses in the Board skills addressed.

## **Strategic Planning**

Majority of 2019 Board Members attended Net Thing in Sydney in November and held a Strategy Meeting following which resulted in the formulation of a Strategic Plan for the Organisation

Key items:

1. Re-incorporation

**Action:** Richard Prangnell to compile quotes to incorporate as national incorporated association and report back to Board at next meeting about next steps.

2. Member led organisation - need to build out the member base.

**Action:** Membership team to form - Lyndsey Jackson, El Gibbs, Alejandro V. Betancourt, Matt Watt, Rita McIlwraith

3. 2020 - Celebration of the next 25 years of EFA

## Other Business

- Newsletter - El Gibbs to take over co-ordination of the regular member newsletters.
- Content - Rita McIlwraith has a content strategy for the Board to consider with podcasts/video packages about digital rights from NetThing and Aaron Schwartz Day which will be circulated.
- Onboarding New Members - Peter Tonoli to setup new board members with access to required accounts.
- Complaint about A MEMBER received by Board - Correspondence has been sent requesting an explanation/response.
- Peter Tonoli will represent EFA at NPOC ICAAN.

## Meeting Scheduling

The next board meeting is scheduled to be the AGM.

Action: Lyndsey to circulate Doodle Poll re dates for upcoming meetings.

TBC - estimated Late January 2020.

## Meeting Closed

Meeting closed at 9:44pm AEST

## Actions Summary Table

Action No.	Description	Responsible	Due By
2019-05-15.06	ATO balance adjustments accounting treatment.	Justin Warren	<del>2019-09-06</del> <del>2019-10-09</del>

	<p>Determine correct accounting treatment for payments made to settle Superannuation Guarantee Charge, PAYG taxes, etc. now that ATO has completed processing the paperwork.</p> <p>Reconciliation with ATO statements requires checking by auditors. To be completed as part of preparation of formal FY2018-19 accounts.</p>		2019-11-23
2019-06-12.09	<p>Add board meeting minutes to efa.org.au</p> <p>Liz to vet minutes to redact sensitive information before uploading.</p> <p>Still incomplete. Deadline of Friday 11 Oct set.</p>	Liz Williams	<del>2019-07-10</del> <del>2019-09-06</del> <del>2019-10-09</del> 2019-10-11
2019-07-10.01	<p>Angus Murray will create an operational document on the process of redaction, when things can be uploaded and investigate how parliamentary privilege impacts this.</p>	Angus	<del>2019-09-06</del> 2019-10-09
2019-08-14.03	<p>Written report on SecuriDay presented to the board.</p> <p><b>Not received yet.</b></p>	Steve	<del>2019-09-06</del> <del>2019-10-09</del> 2019-10-16
2019-10-09.01	<p>Insurance quotes for public liability insurance have been sought and received. Directors and officers insurance have not.</p> <p>Shaun to obtain quotes for directors and officers insurance.</p>	Shaun/Justin	2019-11-13
2019-10-09.02	<p>Lyndsey to send report on social media account experience by student to the board.</p>	Lyndsey	2019-11-13

2019-10-09.03	Peter to ask members about the voting system for board elections.	Peter	2019-11-13
2019-10-09.04	Peter to set up dedicated returning officer @efa.org.au email address.	Peter	2019-11-13
2019-10-09.05	Steve to share experience notes on strategic planning with the board.	Steve	2019-11-13
2019-12-11	Newsletter to Member to report on outcome of Elections and new Board.	Lindsay	2019-12-16
2019-12-11	Workshop via Zoom on Financial Statements for Board (February)	Justin	20-02-01
2019-12-11	Workshop via Zoom for Membership Management (March)	Lyndsey	20-03-01
2019-12-11	Doodle Poll for upcoming board meetings	Lydnsey	19-12-18
2019-12-11	Compile quotes to re-incorporate EFA as national incorporated association and report back to Board with recommendation at next meeting about next steps.	Richard	Next Board Meeting
2019-12-11	Membership Management team to form	Lyndsey Jackson, El Gibbs, Alejandro V. Betancourt, Matt Watt, Rita McIlwraith	Now