

## EFA Board Meeting 17 July 2023

### Minutes

Meeting opened 8pm AEST

Chair: Kathryn Gledhill-Tucker

### Attendance

Present: John Pane, Amy Patterson, Kathryn Gledhill-Tucker (acting Chair), Kiki Fong Lim, Paul Ruberry

Apologies: Fahad Ali

Absent: Justin Warren, Matthew Malone

### Acknowledgement of Country

Acknowledgement of Country was delivered by Kathryn Gledhill-Tucker.

### Acceptance of Past Minutes

**Motion: That the minutes of the board meeting of 19 June 2023 be accepted as a fair and accurate recording of the meetings.**

Moved: Kathryn Gledhill-Tucker

Seconded: Amy Patterson

For: Kathryn Gledhill-Tucker, John Pane, Paul Ruberry, Amy Patterson, Kiki Fong Lim

Abstain: none

**Motion carried**

### Declaration of Interests

No declaration of interests.

## Treasurer Report

Finish FY with a loss – bigger than expected due to lower revenue. Costs were also slightly down against historical spend. Mainly due to reduced costs for Media Coordinator.

June receivables were not as good as expected. EOY email blast did not generate measurable impact/return. Donations down on previous months.

Accounting loss of \$670 for 06/23 and for full FY (\$2.5k) on accrual basis.

Kiki raised a question regarding public liability insurance in respect of potential future in person events. Paul confirmed it is an issue that we should look into.

Paul raised concerns over impact of sustained but gradual revenue leakage impact on overall financial health. John suggested board focus on developing sponsor relationships and converting our FB followers into paying members.

**Motion: Treasurers report for June 2023 as provided is a true and correct record of the organisation's finances.**

Moved: Paul Ruberry

Seconded: Kiki Fong Lim

For: Kathryn Gledhill-Tucker, John Pane, Paul Ruberry, Amy Patterson, Kiki Fong Lim

Abstain: none

**Motion carried.**

## EFA's 30th anniversary

General discussion about the birthday, Justin has indicated willingness to progress. Will defer to next month's meeting as priority agenda item. Kat to nudge Justin via Slack.

**Action Item:** Kathryn Gledhill-Tucker to follow up Justin Warren on EFA 30 planning.

## Next Meeting

Next meeting will be held on 21 August 2023 at 8:00 pm AEST.

Meeting closed: 9:40pm AEST

**Minutes taken by J Pane, 17-07-2023**

# Actions Register

Tracking progress on actions assigned at previous board meetings.

Action No.	Description	Responsible	Due By
2022-01-19.04	Donations policy development	Paul	Next Board meeting
2023-01-19.01	Handover of EFA Gmail account	Fahad	Next Board meeting
2023-01-19.02	Committee terms of reference	Paul	Next Board meeting
2023-07-17	Board Members to compare Kiki's Jam Board and Action Plan and provide input on what makes sense for us/achievable over the next 12 months:	All	Next Board meeting