

Date: Aug 11, 2025 Meeting opened at: 7:02pm AEST. Meeting closed at: 7:21pm AEST.

Held via online (Google Meet), not recorded.

1. Acknowledgement of Country

Delivered by: John P

2. Attendance

Present: John P, Andrew S, Shaun B, Bianca G, Cate (Gillian) D

Apologies: Kiki FL

3. Confirmation of agenda

No changes to the agenda

4. Acceptance of past minutes

No changes to the minutes.

Motion: That the minutes of the Board meeting of 2025-07-14 be accepted as a fair and accurate record of the meeting

Moved: Andrew S

Seconded: John P

For: unanimous

Motion Carried

The following intersessional motions were presented and confirmed:

Motion: That Shaun Branden be appointed as EFA Treasurer

Status: Carried

5. Declaration of new or updated Interests related

Details recorded via [Register of Interests](#).

Motion: That the Board accept both interest declarations from Andrew S and Cate D.

Moved: John P

Seconded: Shaun B

For: John P, Shaun B, Bianca G

Abstain: Andrew S, Cate D

Motion Carried

6. Matters arising from previous minutes

Item No	Due Date	Activity Description	Person Responsible	Date Completed
15	16/5/25	Update the conflicts of interest register with current details of work on IGF	Kiki FL (on leave)	
16	9/5/25	Investigate the outstanding membership payment	Kiki FL (on leave)	
17	15/06/25	Share proposed draft submission for Whistleblower Protection Bill	John P	19/06/25
18	17/5/25	Revise media engagement policy and share with board	John P	27/05/25
19	21/5/25	Review position description and responsibilities policy and provide feedback	All	27/05/25
20	21/5/25	Update annual plan document with strategy/planning session activities for feedback	Andrew S	No longer relevant
21	14/7/25	Andrew S to run a Civi report on the number of new members since 1 Oct 2024	Andrew S	14/7/25
22	30/6/25	John P to lodge the appropriate paperwork for the Public Officer change.	John P	30/6/25
23	4/8/25	Update the columns of the interests register spreadsheet to note meetings covering recent rows.	Andrew S	18/7/25

24	4/8/25	Share the strategy/planning session outcomes with the new board members.	Andrew S	27/7/25
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7. Financial report

Presentation of financial report

A slight profit shown in this month's report. Paul Ruberry was very helpful putting it together.

Motion: That the financial reports for July 2025 be adopted.

Moved: Cate D

Seconded: Shaun B

For: unanimous

Motion Carried

8. Other business

Business Committee update

The business committee passed motions in respect of member approvals, for the EFA representative to resign from the Age Assurance Trial Advisory Board, adopting a conflict of interest policy replacing all previous policies, and to update the delegation of authority register according to the board position description policy.

9. Meeting Close 7:21pm AEST

Next meeting date: 2025-09-22 7:00pm AEST