



Mandandanji Ltd.
Board Meeting
Monday 5 September 2016
Tele-conference

In Attendance

Limited Board: Rebecca Landers (BL); Rodney Landers (RL); Darren Manns (DM); Julie Thomas (JC); Robbie Klaas (RK);

Absent: Alex Costa (AC); Theresa Manns (TM)

Minute Taker: Kim Muhlen (RREDD)

Meeting Purpose -

General Business

1. Meeting Open

Meeting opened at 6:45pm

2. Adopt Minutes

MOTION (1)

The minutes of the 18 August 2016 were accepted as a true and correct record.

Moved:

Seconded:

For:

Absent: AC ; TM

Against: Nil

DM noted there had been a meeting between Limited and the Applicants (minutes yet to be provided to all board members), it was noted these were related to operational matters, particularly receipt of \$1.1M SANTOS grant.

It was confirmed 2 resignations were received from members of the MCHS board (namely Lorraine Tomlinson and Leslie Weribone (Jumbo).

Equipment has also been purchase as part of the QGC grant, and was approved by all members of the Mandandanji Limited board, to allow better servicing of the Veolia contract.

DM questioned relationship between the Accountants and Auditors, and the matters that were raised by Auditors and what it means for the boards.

DM felt there were difficulties in the operating relationship with members of the board and the relationship with the accountants and focus should be on securing payment of debt with the subsidiary companies. DM asked that this be followed up the lawyers.

ACTION – RL to follow-up with Michael Owens if the letters have been forwarded to the companies (ME and MCHS) to secure the debt.

3. CORRESPONDENCE

**3.1. In
McConachie Stedman**

Letter has been received from McConachie Stedman with their preliminary findings of the 2014.15 audit and a request to meet with board members in Toowoomba.



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3.2. Out

ASIC

The forms have been drafted ready for processing to ASIC.

Whilst DM has nominated to be Interim Company Secretary, he was looking for other nominees.

4. FINANCE

The board hadn't received budget material or reports from Condan Treasure, ready for this meeting.

There was general discussion about the accountants and level of services and whether bookkeeping and accountancy was value for money; further whether a Service Agreement could be drafted and tenders sought ready for consideration by members at the next AGM.

The board also questioned if Mandandanji could employ an accountant directly to manage all the payroll and bookkeeping.

ACTION – *KM to draft a Work Scope/Service Agreement and to approach other accountants against the work scope for cost of their services (see meeting July16).*

MOTION (2)

The board requested the development of a Scope of Works for accountancy services for Mandandanji Limited and associated entities from the 3rd quarter 2016.17, with options to be presented to members at the AGM.

Moved: Darren Manns

Seconded: Robbie Klass

For: BL; RL; JT

Abstain/Absent; AC; TM

Against: Nil

There was discussion about AC absence from meeting and whether he was actively engaged in his portfolio role as Treasurer and managing his responsibilities on the ME board.

5. PORTFOLIO reports

5.1. Applicant Liaison

Draft budget SANTOS payment - has not been completed, details to be provided by Applicants Legal Counsel (Chelsea).

DM asked if any of these funds could be made available to ML Board for improvement of the services and meeting the Strategic Plan direction, particularly to employ an Office Administration person in Roma to ease some of the pressure on the Limited board.

DM queried if this could be an amount of at least 10% of any money negotiated.

ACTION – *RL to discuss with the applicants, the board were all supportive of this direction.*

Transfers to MCHS and Ltd expense reimbursements

After general discussion the board acknowledged it would not be a cash transfer, but the amount would be recorded against the loan ledger, if the amounts could be proven.

5.2. Membership

Updates membership list

Talia Manns to be added to membership list, an application had been received.



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ACTION – JT to provide details/information on further members.

ACTION – KM to follow-up and provide RL with current membership list.

ACTION – RL to follow-up with Michael Owens if the rule (maximum proxies) can be drafted as per previous minutes.

6. ME Report & Updates

General discussion about what DM had observed during his visit. Especially concerns from staff about the future of the business.

What meetings have the board hosted, where are the minutes, DM research suggested there were only (3) meetings for the 2014.15 financial year.

Discussion about employee performance, particularly the Program Manager and whether there were any past claims associated with staff management. If there were such claims or settlements information about these should be presented to the Mandandanji Limited board, so they were well informed.

7. Update Roma Office

The board is supportive of a formal office opening and would encourage other uses of the office, like as training and meeting venue.

8. Emergency MAF Applications

The board confirmed there were several urgent applications:

Medical – Lyndon Landers * previously approved \$1,500 16June16 ; Brian Landers –optical (no application form/quote only \$560 - \$460); Jackie Landers (\$907.95 Asthma Equipment payable to Able Asthma)

Emergency Applications -

Sporting – Jude Saldanha (\$279 paid/no application form); Gillian Coghill – representative sport (\$333);

Education - Paul Greely (education) application lodged

RL to provide application forms to all board members; DM noted some forms were also in the office and needed to be provided to the accountants.

The board understood funds could be transferred from the MEF allocation to contribute to MAF opportunities.

The Board wanted to approach Applicants to request more funds be added to MAF and MEF program.

DM wanted to continue to encourage members of Mandandanji to apply for MAF and MEF opportunities and that it needed to be restructured so that it better met Mandandanji people needs and was more accessible.

9. Meeting Closed

Meeting closed at 8:30pm



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10. Next Meeting

Sunday 18th September (planning meeting and board meeting) Toowoomba

Monday 19th September (meeting with Auditors) Toowoomba

Agenda Items

- review of operational budget including scope of SANTOS payment
- review material for AGM (including Notice to Members)
- review MAF and MEF guidelines and process
- review material/Scope of Works – Accounting services

