



In Attendance

Alex Combarngo (AC); Rodney Landers (RL); Rebecca Landers (BL); Leigh Himstedt (LH); Darren Manns (DM); Theresa Manns (TM)

Facilitator: Craig Jones (RREDD)

Minutes: Kim Muhlen (RREDD)

1 Meeting open

Meeting opened at 2:20pm

2 Minutes of the Previous Meeting

The board reviewed the draft minutes of the meeting of the 5th February 2017.

MOTION (1)

Minutes of the Board Meeting 5th February 2017 were accepted as a true and correct record.

Moved by: Theresa Manns

Seconded by: Leigh Himstedt

Motion Carried

3 Business Arising

3.1 ASIC Company Record

The changes as per the meeting on the 5 February had yet to be finalised, Condon Treasure were working on this.

3.2 Cultural Heritage Officer (CHO) Contracts

TM confirmed all the field officers have now completed the new contracts and were on the lower pay rates (\$300perday).

Origin staff pay rates don't change as they are employees of Origin.

Medicals – the board asked when more medicals would be done for new staff, TM confirmed that Origin would pay for the medicals to be updated, but there was no funds to do more training and induction of new staff. Origin agree they would met the costs of the medicals so these staff could work for other companies.

3.3 Employee Handbook

The handbook hasn't been updated since early 2015, this is work that KM and SF are working on.

Possibility that the Applicants may support the costs of updating this and training the CHO's

4 Correspondence IN/OUT

There were no letters or emails to table

5 Finance

5.1 Debt Recovery

TM was working with Condon Treasure, to try to recover aprox. \$158,000 which was unpaid.

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D Manns - CHAIR



Mandandanji Cultural Heritage Services Pty Ltd

11th March 2017

71C Arthur St - Roma

SF was doing the Reckon training and would also be doing an induction with Condon Treasure staff and would start to do the invoices, TM was confident this would improve when invoices were done and make sure details were all correct so MCHS should be paid quicker and there'd be fewer problems in the future.

TM and SF will also send debt recovery letters to some companies, a template and Policy had been worked on last year.

5.2 Management Reports

The board reviewed the management reports tabled by Condon Treasure, no specific comments except the budget figures seem to be out of date.

ACTION – KM to contact Condon Treasure and make sure budgets updated for the next meeting.

5.3 Agreements

The Applicants have worked with Chelsea (legal counsel) to review all the agreements to make sure that Mandandanji are capturing all the payments and compensation money – And that invoicing is being done properly.

ACTION – TM to send a copy of the report to CJ to review the report and comment on opportunities for the Applicants to negotiate further with proponents.

6 **Next Meeting**

11 April 2017* (time to be confirmed)
Roma

7 **Meeting Closed**

Meeting Closed 2:55pm

A handwritten signature in blue ink, appearing to read "D Manns", is written over a faint circular stamp.

D Manns - CHAIR