



In Attendance

Alex Combarngo (AC); Rebecca Landers (BL); Leigh Himstedt (LH); Theresa Manns (TM); Julie Thomas (JT)

Apologies

Rodney Landers (RL);

Absent

Darren Manns (DM)

Facilitator: Craig Jones (RREDD)

Minutes: Kim Muhlen (RREDD)

1 Meeting open

Meeting opened at 11:15am

As DM was absent – LH assumed the role of Chair for the meeting and acknowledged Elders past and present with a minutes silence.

2 Minutes of the Previous Meeting

The board reviewed the draft minutes of the meeting of the 12th May 2017.

MOTION (1)

Minutes of the Board Meeting 12th May 2017 were accepted as a true and correct record.

Moved by: Alex Combarngo

Seconded by: Julie Thomas

Motion Carried

3 Business Arising

3.1 Service Provider Agreement - QGC

TM gave an update on progress of meetings with QGC and review of the draft agreement and schedule of rates.

The board acknowledged that Theresa Manns would be the point of contact for the agreement.

The board delegated responsibility for sign-off to Theresa Manns and/or Leigh Himstedt.

There would be further training provided by QGC for staff particularly on the HSSE and Finance systems used by QGC.

3.2 Policy Standards – Cultural Heritage Protocols

A draft of the policy standards was tabled.

ACTION –TM to review rates and details, provide feedback ready to adopt at next meeting.

3.3 Organisation Structure – ME staff

-----TM left the room during the discussion-----

Kim worked with the board to outline the organisation structure; it was recommended that the positions at MCHS, particularly the Co-Ordinator and Admin Support should be permanent positions, casual rates were adding to costs.

After discussion about operational and management responsibilities it was agreed there needed to be a 'person in charge', however the lines were blurred between role as Director and being an employee.

It was agreed to appoint TM to the Co-ordinator role full-time fixed term (till just after the AGM, and the position may be advertised after this depending decision of the Incoming Board and feedback from members on Employees being also Directors.



Mandandanji Cultural Heritage
Services Pty Ltd

Mandandanji Cultural Heritage Services Pty Ltd
25th June 2017

71C Arthur St - Roma

MOTION (1)

That TM be appointed to the FT, fixed term role as MCHS Co-ordinator

Moved by: Julie Thomas

Seconded by: Rebecca Landers

Motion Carried*

(*TM Abstained; RL :DM - Absent)

ACTION –KM to contact Chris Phillips and ask that contract be prepared for TM to review and finalise.

General conversation about the Administration role – no decision made.

Applicants starting to arrive – **meeting adjourned 12:05pm.**

4 Meeting Closed

Meeting Closed 12:05pm