



Mandandanji Enterprises
5th February 2017
71C Arthur St - Roma

In Attendance

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

Minutes: Kim Muhlen (RREDD)

This was (initially) a meeting of the shareholders of Mandandanji Enterprises – members of Mandandanji Limited Board.

At the Mandandanji Limited meeting of 5th February 2017, the board had passed a motion (Motion 4) removing the remaining board of Mandandanji Enterprises (Mr A Costa; Mr D Combarngo and Company Secretary – Ms M McConville)

The board were replaced with the following people;
Alex Combarngo (AC); Rodney Landers (RL); Rebecca Landers (BL); Leigh Himstedt (LH); Darren Manns (DM); Theresa Manns (TM) and Julie Thomas (JT) each of whom had accepted their appointment to the board of Mandandanji Enterprises Pty Ltd.

1 Meeting open

Meeting opened at 1:45pm

2 Minutes of the Previous Meeting

As none of the incoming board were present at the last meeting of the board – 9 September 2016, the minutes were tabled as read.

3 Finance

3.1 Bank Signatories

The incoming board acknowledged that the Executive of Mandandanji Limited would also be the Executive of ME, namely

Darren Manns – Chair

Leigh Himstedt – Company Secretary

Theresa Manns – Treasurer

As member of the Executive, they would also be signatories to the NAB accounts.

MOTION (1)

The Executive of Mandandanji Limited were nominated and appointed as the Executive of Mandandanji Enterprises Pty Ltd

Moved: Rodney Landers

Seconded: Alex Combarngo

Absent: Julie Thomas

Motion Carried

ACTION – KM and DM to prepare information on Company changes for CT to lodge with ASIC.

3.2 Delegation Decisions

The board reviewed the decision to purchase a light truck – as per (QGC) grant to increase productivity for Muddy Waters Vegetation Management program and ensure that vehicles and equipment in use was fit for purpose.

The vehicles to be traded were the Prado (registered to ME) and the Colorado Ute (Registered to MCHS)

Directors would assist with the logistics of the trade-In and Purchase.

MOTION (2)

The board confirmed the commitment to purchasing a light truck and acknowledged the truck would be registered to MCHS given future changes to company operations.

Moved: Rodney Landers

Seconded: Leigh Himstedt

Absent: Julie Thomas

Motion Carried

4 Operations

4.1 Letter to Veolia – reassignment of contract

The board would raise with Veolia (on Wednesday 8 February) the need to transfer|reassign the contract to MCHS.

ACTION – KM and DM to confirm with Michael Owens the Veolia background and ask that a formal request be sent to reassign the contract.

4.2 Staff Training

Admin Staff from ME (March McConville) and MCHS (Shirley Frid) would be doing further training on Reckon, so that they could do more of the book-keeping tasks and reduce the accountant fees.

The board wanted to reinforce that future training should be conducted in Roma (at the office) where possible.

4.3 ME Co-ordinator

Staff had asked about the senior role at ME and who is responsible for authorising time sheets and approving work rosters.

After discussion and recognizing the changes in the coming months – when the companies have been merged new contracts will be written; the board preferred to write to Mary and ask she approve timesheets and the review of PDs happen as part of the new company setup.

5 Next Meeting

11 March 2017

Roma

6 Meeting Closed

Meeting Closed 2:00pm