



# BOARD OF DIRECTORS MEETING MINUTES



**05/01/2018**

## **Attendance**

Michael Combarngo, Rodney Landers, Michelle Leslie, Raylene Manns, Jude Saldanha

## **By Phone**

Tracy Landers

## **Absent**

Leigh Himstedt

Minutes compiled from notes taken by Raylene Manns

### **1. Meeting Open**

At 10:00am the meeting opened with a quorum.

**Please note that these minutes are incomplete and compiled from the available notes**

### **2. Finances until 30<sup>th</sup> June 2018**

- \$360 000 from QGC due to be received Feb 18
- \$525 000 from Santos – awaiting payment

### **3. Mandandanji Assistance Fund (MAF)**

No MAF funding available until Santos money is through ?Feb 18

Applications still being accepted but won't be reviewed until funds available

Option To take \$50 000 out of savings and reimburse when funding available

### **4. Other Financial Matters**

All invoices up to date



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## 5. Audit Report

Michael Combarngo suggested monthly report from accountants regarding over-ridden policy and control procedures.

### Credit Card Expenses

- Every month credit card statements were sent to directors to verify purchases. Receipts were received sporadically and no receipts have been received for some time.

### Applicant Costs

- Phone calls received requesting funding for Applicants to attend meetings with no paperwork being followed up.

### MAF & MEF

- Be strong on community for assistance. Refer to internal audit report

### Payroll Advance

- Travel money didn't show up

No evidence of approval for Treasurer's allowance or home office of MCHS/ML

Johan encouraged the board to stick within the guidelines and budget as per the audit report

## End Of Notes

## Approved

**Raylene Manns**

Chairperson

Mandandanji Limited &

Mandandanji Cultural Heritage Services