

Board Meeting Minutes

Desert Channels Queensland Inc.

Desert Channels Queensland Conference Room
Galah Street, Longreach



22 July 2009
12.00 – 5.00pm

ATTENDANCE

Peter Douglas opened the meeting at 1.04pm.

Peter Douglas, Guy Fitzhardinge, Bruce Scott, Sally Cripps, Leonie Nunn, Margaret House, Kelsey Neilson, Errol Enriken, Judith Harrison, John Mayne, Robyn Adams, Hope Ebsworth

Gerry Fogarty attended the meeting at 1.16pm.

DCQ Staff – Leanne Kohler, Craig Neuendorf

General Members – Bob Young

APOLOGIES

Doug Humann

Motion: That the apology be accepted.

Moved: Judith Harrison

Seconded: Hope Ebsworth

9/0 Motion carried

Applications for membership of Desert Channels Queensland Inc. –

- Peter and Elizabeth Clark
- Brian Egan
- Richard Keogh
- Chris Ford
- Glennis Ford
- Maureen Scott

Bruce Scott declared an interest in one membership.

Motion: That the applications for membership of Desert Channels Queensland Inc from the above mentioned people be accepted.

Moved: John Mayne
Seconded: Leonie Nunn

Bruce Scott abstained from voting declaring an interest in one membership

8/0 Motion carried

Action: Nil

The meeting adjourned for afternoon tea at 3.20pm.
The meeting resumed at 3.47pm.

GENERAL MEETING OF MEMBERS

The Board Meeting was adjourned at 3.50pm for a General Meeting of Members.

Members Present:

Peter Douglas, Guy Fitzhardinge, Gerry Fogarty, Leonie Nunn, Bob Young, Robyn Adams, Margaret House, Errol Enriken, Judith Harrison, John Mayne, Kelsey Nielson, Hope Epsworth

Proxies:

Dougal Davidson, Brian Egan, Peter Clark, Elizabeth Clark, Doug Humann, Bill Bode, Glennis Ford, Maree Morton, Maureen Scott, David Arnold, Chris Ford

Motion: That the existing Constitution of Desert Channels Queensland Incorporated be amended by replacing the existing Constitution with the draft Constitution, incorporating the recommended changes. Those changes are:

- Delete s. 12.1(a)(iii)
- Addition to the Constitution – new s. 12.3 “Directors must not be members of any other organisation, or hold a position on any other board or management committee unless the Board is satisfied that such membership or position does not create a conflict of interest.”

Moved: Guy Fitzhardinge
Seconded: Leonie Nunn

19/4 Motion carried

The General Meeting was closed at 4.02pm and the Board Meeting resumed.

Robyn Adams, Margaret House and Gerry Fogarty left the meeting at 4.07pm.

ACCEPTANCE OF REPORTS & POLICIES
Peter Douglas presented his Chair's Report
Motion: That the Chair's report be accepted.
Moved: John Mayne Seconded: Judith Harrison 9/0 Motion carried
Action: Nil
Leanne Kohler presented her CEO's report
Motion: That the CEO's report be accepted.
Moved: Sally Cripps Seconded: Bruce Scott 9/0 Motion carried
Action: Nil
Motion: That the new and revised DCQ policies be accepted. New Policies – Data Projector Hiring Policy and DCQ Display Trailer Policy Revised Policies – After Hours Call In Policy, Contingency Plan for DCQ, Vehicle Policy and Guidelines, Financial Delegations Policy and the Employee Travel Expense Policy
Moved: Kelsey Nielson Seconded: Guy Fitzhardinge 9/0 Motion carried
Motion: The Board delegate authority to the Chief Executive Officer to revise and update current policies and present new policies to the Board.
Moved: Bruce Scott Seconded: Guy Fitzhardinge 9/0 Motion carried

Action: Nil
Leanne arranged a teleconference with Andrew Perkins from Williams and Partners to discuss the MERI strategy.
Motion: <ul style="list-style-type: none">• That DCQ implement a MERI strategy as outlined in the Williams and Partners Consulting report of June 2009.• That Williams and Partners Consulting be contracted to provide services to DCQ on an ongoing basis for the implementation and operation of the MERI process with DCQ.• That a review of the NRM plan be commenced in 2009 to coincide with the implementation of the MERI framework.
Moved: Guy Fitzhardinge Seconded: Bruce Scott 9/0 Motion carried
Action: Nil
CLOSE OF MEETING
The meeting closed at 5.47pm.

Board Meeting Minutes - continued

Desert Channels Queensland Inc.

23 July 2009 8.00am – 3.30pm
ATTENDANCE
Peter Douglas opened the meeting at 8.38am. Peter Douglas, Guy Fitzhardinge, Sally Cripps, Leonie Nunn, Kelsey Neilson, Errol Entriiken, Judith Harrison, John Mayne, Hope Ebsworth DCQ Staff – Leanne Kohler, Craig Neuendorf Peter introduced Sally who provided a brief account of her interests and her family grazing operation.
APOLOGIES
Bruce Scott, Doug Humann
Motion: That the apologies be accepted.
Moved: Sally Cripps Seconded: Kelsey Nielson 8/0 Motion carried
REPORTING
Sue Gardiner addressed the meeting and provided a summary of the old RIS and the Annual Performance Report. The meeting thanked Sue for her presentation. Hope Ebsworth left the meeting at 9.28am and returned at 9.37am.
Motion: Nil
Moved: N/A Seconded: N/A
Action: Kelsey Nielson requested DCQ to forward a letter to government expressing our disappointment in relation to the latest Cfoc funding. Guy Fitzhardinge requested a copy of the letter.

<p>Leanne addressed the meeting on the draft Terms of Reference for the Management Sub Committee.</p>
<p>Motion:</p> <ul style="list-style-type: none"> • That the draft Terms of Reference for the Management Sub Committee be accepted with the recommended changes. • Due to the reduction in the size of the DCQ Board, the composition of the Management Sub Committee is reduced to four voting members and shall consist of, where possible, the Chair, Vice Chair, Treasurer and one nominated Board Member. The Secretariat role to be carried out by the Chief Executive Officer.
<p>Moved: Hope Ebsworth Seconded: Guy Fitzhardinge</p> <p>8/0 Motion carried</p>
<p>Action: That the draft Terms of Reference for the Management Sub Committee be accepted with the recommended changes and to be distributed to the DCQ Board and staff.</p>
<p>ADMINISTRATION – IMPLEMENTATION GROUP REPORTS</p>
<p>Peter presented the Desert Upland Committee Report.</p>
<p>Motion: That the Desert Uplands Committee Report be accepted.</p>
<p>Moved: Sally Cripps Seconded: Kelsey Nielson</p> <p>8/0 Motion carried</p>
<p>Action: That DCQ continues to follow up on the proposed meeting with the Desert Uplands Committee.</p>
<p>Errol presented the Georgina Diamantina Catchment Committee Report.</p>
<p>Motion: That the Georgina Diamantina Catchment Committee Report be accepted.</p>
<p>Moved: Errol Enriken Seconded: Judith Harrison</p> <p>8/0 Motion carried</p>

<p>Action: Leanne to forward the DCQ position on the Wild Rivers to the DCQ Board. Sally Cripps and Bruce Scott will be the DCQ representatives at the Wild Rivers forum tomorrow.</p>
<p>The meeting adjourned for morning tea at 10.40am and resumed at 11.10am.</p>
<p>Leonie presented the Cooper's Creek Catchment Committee Report.</p>
<p>Motion: That the Cooper's Creek Catchment Committee Report be accepted.</p>
<p>Moved: Leonie Nunn Seconded: Guy Fitzhardinge</p> <p>8/0 Motion carried</p>
<p>Action: DCQ to notify Colleen James to attend the Cooper's Creek Catchment Committee meeting at Longreach next Thursday, 30 July 2009.</p>
<p>Jeff Poole prepared the AAP report.</p>
<p>Motion: That the AAP Report be accepted.</p>
<p>Moved: Guy Fitzhardinge Seconded: Errol Entriiken</p> <p>8/0 Motion carried</p>
<p>Action: Nil</p>
<p>FINANCES</p>
<p>Leanne presented the financial summary.</p>
<p>Motion:</p> <p>The Board requests a Profit & Loss Statement (including actual, budget, variance, YTD), Balance Sheet and a 12 month summarised cash flow to be presented at future meetings. The Board has further requested details of the income and expenditure of DC Solutions.</p>
<p>Moved: Guy Fitzhardinge Seconded: Leonie Nunn</p> <p>8/0 Motion carried</p>

<p>Action:</p> <ul style="list-style-type: none"> • That the financials be presented as a Profit & Loss Statement, Balance Sheet and a 12 month summarised cash flow. • That DC Solutions provides details of income and expenditure
<p>Motion: That the Board require further information before accepting and passing the financial statements for the period from January 2009 to June 2009.</p>
<p>Moved: Kelsey Nielson Seconded: Leonie Nunn</p> <p>8/0 Motion carried</p>
<p>Action: To provide the information required which includes a Position at Bank, Profit & Loss Statement, Balance Sheet and a 12 month summarised cash flow.</p>
<p>Guy Fitzhardinge has recommended that Leanne reworks the 2009 – 2010 budget to ensure she is covered 100% within that budget.</p>
<p>Motion: That Leanne reworks the 2009 – 2010 budget to ensure her position is covered 100% within that budget.</p>
<p>Moved: Guy Fitzhardinge Seconded: Kelsey Nielson</p> <p>8/0 Motion carried</p>
<p>Action: Leanne to rework the 2009 – 2010 budget to ensure her position is covered 100% within that budget.</p>
<p>Leanne addressed the Board in relation to the 2009 – 2010 Caring for our Country budget.</p>
<p>The meeting adjourned for lunch at 1.03pm and recommenced at 1.50pm.</p> <p>Guy Fitzhardinge and Hope Ebsworth left the meeting at 1.50pm after lunch.</p>
<p>Motion: That the Caring for our Country budget be accepted.</p>
<p>Moved: Leonie Nunn Seconded: John Mayne</p> <p>6/0 Motion carried</p>

Action: The Board requested that a letter be drafted by the Chief Executive Officer regarding our financial position and to be forwarded to clients and on the webpage. A media release will also be prepared and forwarded to the appropriate media outlets.

ADMINISTRATION

Motion: That the minutes of the previous meeting be confirmed.

Moved: Judith Harrison
Seconded: Kelsey Nielson

6/0 Motion carried

Action: Nil

Motion: That the business arising and action list be accepted.

Moved: Kelsey Nielson
Seconded: Sally Cripps

6/0 Motion carried

Action:

- Leanne, together with Mark Kleinschmidt will develop a competition policy
- DC Solutions will investigate ways of completing work within and outside the DCQ Region
- A financial spreadsheet to be designed for DC Solutions

GENERAL BUSINESS

Leanne presented the DC Solutions report.

Motion: That the DC Solutions Report be accepted.

Moved: Kelsey Nielson
Seconded: Errol Entriiken

6/0 Motion carried

Action: Nil

Peter spoke about the Edgar Towner Memorial and the excellent sculpture in Blackall. He also thanked the local Blackall community for the hard work they did in securing the sculpture.

Leanne addressed the Board in relation to the upcoming State Landcare Conference to be held at Longreach in October 2009.

CLOSE OF MEETING

The meeting closed at 3.07pm

Next meeting:
27 November 2009

Peter thanked the Board and the staff for their support and he advised the Board that he would not stand again as Chair after the AGM in November 2009.

Leonie moved a vote of thanks to Peter, Leanne and Craig for their work prior to and at the meeting.