

## **Directors Meeting October 2020**

**Date:** 23 October 2020

**Time:** 4pm

**Chair:** Adam Cvetkovski

**Minute Taker:** Craig Singleman

**Location:** Camp Kitchen

### **In Attendance**

Adam Cvetkovski, Kevin Harper, Bruce Hore, Nick Reid, Craig Singleman, Wayne Skinner, Steve Campbell

### **Apologies:**

Callum Lawson, John Tennock

**A Quorum was present.**

**Agenda submitted to Board on 23 Oct 2020.**

### **Discussion**

Welcome

Proposal: To accept the Director's minutes of 7 October 2020.

Result: Passed unanimously.

### **Agenda**

To review and agree an action plan from outcomes of the Complaints Committee meeting.

To review the Agenda and add items for the General Meeting 7 November 2020.

### **Complaints Management**

Items to discuss as per the minutes of the Complaints committee meeting.

1. Member "X"'s Guinea fowl management plan.

**Action:** Letter issuing a 1<sup>st</sup> warning of a breach in the Code of Conduct was edited and sent by the Board of Directors, with a

repeat request to remove guinea fowl from community land and submit a management plan for keeping them on the member's own lot.

2. Complaint against Member "A" email

**Action:** Adam to invite them to attend a meeting with Nick and himself to discuss the incident. (as per Policy)

3. Complaint against Member "B"

**Action:** Bruce to invite Member "B" to meet with Wayne and himself to discuss the incident.

4. Complaint against Member "C" email

**Action:** Adam to invite Member "C" to meet with Wayne and himself to discuss the incident. Note: Nick stepped aside

5. Complaint against Member "D" email

**Action:** Steve to invite Member "D" to meet with Nick and himself to discuss the incident.

6. Discussion on posting of inappropriate bulk emails.

Wayne reviewed various website and definitions of cyberbullying. It was agreed by the board that Cyberbullying as defined on the NSW police website was a clear definition for use in deciding a case of cyberbullying and as such can be defined as bullying in respect to the code of conduct.

By this definition all emails sent that contain breaches of the Code of Conduct may be immediately acted upon by the board with or without a complaint being raised externally.

As such the following actions were also agreed.

**Action:** Steve to send out (Phone Tree/ Website) community announcement on the inappropriate use of community/bulk emails, edited by the Board.

**Action:** Board to meet with the community members managing these forms of media and agree to guidelines for appropriate behaviour.

7. Discussion on management of Complaints Management Committee.

**Action:** Due to the number and nature of current complaints, complaint management will now be the responsibility of all Directors to assist the Complaints Management Committee.

## **Discussion on General meeting Agenda 7 November.**

Wayne submitted a draft template to the Board for review and comment. Goal is to post to the Web by Wednesday 28 October.

Discussion on General Business - “what can be brought up and when etc?” Recommendation, to continue educating membership on meeting procedures.

### **General Business.**

Wayne went through Previous Minutes of Meeting and discussed updates.

- KSC has not responded within the given time frame for the GIPA.

Discussion on Secretary/Directors group email and the Google Groups, which shuts down at end of October.

- Steve and Wayne are currently working through this issue.
- It is requested that Directors acknowledge that they have received the emails until the Group Email is sorted.

### **Conclusion:**

Meeting concluded 5:30pm