

Directors Meeting
13/08/25

Meeting opened at 4pm

Present: Sam O, Elizabeth, Kev, Anna (chair), Mark D, Wayne S, Dan, Nick (minutes)

1. Appointing a Secretary

Proposal from the chair to appoint Nick Reid to continue in the role.

Passed unanimously. Accepted ~~grudgingly~~ with enthusiasm.

2. Selection of Director Portfolios

Finance: Wayne

Policy: Elizabeth

Membership: Anna

Social: Dan

GECO: Kev

Maintenance and Machinery: Sam

Roads: Mark

There was general discussion about whether Slack was a director-only space, or whether other members with particular expertises could be included.

3. Establish a regular Meeting Cycle

Proposal for monthly meetings: approximately two weeks after each GM, and two weeks before each GM. Anna to explore dates but likely Wed afternoons, after 4 in winter, after 5 in summer.

ACTION: Anna to notify Board re finalised dates.

4. Review Communication within the Board

Chair tabled draft document 'Communication Protocol' prepared by Denise and presented to the AGM. This draft document establishes the need for respectful communication, and proposes limits on the number of messages on a single topic, and the word length of messages. The intent of the protocol is to encourage economical communications, and avoid the situation where directors become overwhelmed by the volume of communications and tune out. Where issues are not resolved within those established limits, a face-to-face DM would be called for. The Secretary to play a role in communicating the perception of over-posting to anyone exceeding those limits, if required.

OUTCOME: The Board discussed the legality of moderating Director communication, and decided to remove the protocol's reference to 'Repeat Issues may result in a formal warning', but otherwise agreed to trial this draft protocol, and monitor its usefulness.

5. Director induction

The chair spent some time discussing the various documents that incoming directors need to be familiar with (Manual for Office holders, Delegation Manual, Coop Overview, etc), ensured the directors know where to find such documents,

and addressed such questions as ‘What do directors do?’, ‘Where should directors go for help?’, and ‘How many directors are needed for consensus to be reached?’ etc.

Meeting closed at 5:30pm.