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## Board of Director Meeting Minutes

3pm, Tuesday 12 May 2020

Online meeting via Skype

### Present

Anthony Hill, Deborah Meehan, Richard Jameson, Kylie Dwyer, Adam Hosie, Dive Burton, Richard Hocking, Zac Zaharias, Tom Hodges

### Apologies

Ant Hill, Adam Hosie

### Secretary

Suzanna Brown

### Meeting Open

Meeting was opened at 3.00pm

### Agenda Items

Agenda Item	Action
<b>Acceptance of Minutes from the previous meetings</b> Proposed by: Tom Hodges Seconded by: Zac Zaharias	
<b>AGM Committee Update</b> Life Membership - Do we need to have a vote prior to the AGM? D Meehan to socialise Life Membership Policy Document to Board for approval via email. To be discussed at next Board meeting.  Suggestion of an Honour Board/Webpage listing Life Members  Sodergren Scholarship – to be decided by Board for announcement at AGM  AGM Documentation to be emailed out late Wednesday 13 <sup>th</sup>	D,Meehan to email policy paper to Board members for endorsement RH to email Board members current list of Life members  SB to pull together applications. ZZ to send matrix through from 2019.
<b>Communications Committee Update</b>	

<p>Kylie shared the current statistics from our recent Communications plans sent to members which is showing great engagement from our membership and beyond.</p> <p>Comms for Board of Management Nominations – message from current Board to prospective Board to entice members for nominations. Board members to film themselves with a prepared script – Comms team to pull together script All Board members happy to be involved, D. Meehan declined to be involved.</p> <p>KD reminded Board if anyone has anything they would like to communicate to members to please speak with the communications committee.</p>	<p>KD/TH to pull script together by Weekend.</p>
<p><b>Office task list</b> Members enquiries slowly growing AGM Activities</p>	
<p><b>Updated Break Even Analysis</b> No comment</p>	
<p><b>Proxy Form</b> Update from A. Hill regarding Motion to be included.</p>	

### Meeting closed

Meeting closed at 3.45pm

### Next Meeting

Next Board meeting to be held on Wednesday 20<sup>th</sup> May at 4pm. An updated agenda will be sent around closer to the time.