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Board of Director Meeting Minutes

5.00pm, Friday 16th October 2020 Online meeting via Microsoft Teams

Present

Paul Lorenz, Joshua Himbury, Deb Meehan, Adam Hosie, Sarah Lyster, Jenna Shaw, Scott Sanderson, Zac Zaharias

Apologies

Secretary

Suz Brown

Meeting Open

Meeting was opened at 5.00pm

Agenda Items

Agenda Item	Action
GM Resignation & Caretaker Decision	
The General Manager, R. Hocking, resigned to the Board on Tuesday 6 th October.	
R. Hocking's last day as GM will be Friday 6 th November.	
The Board have discussed the option to hire a suitable candidate to fill a caretaker position from November 2020 to March 2021 or until the appointment of a new GM or Operations Manager (which ever comes first). The caretake role would be for 1 to 2 days a week as required with a handover period with R. Hocking.	
P.Lorenz proposes the Board approves the decision to employ a caretaker as above. Motion carried.	
The Board discussed suitable candidates for the Caretaker position. Scott Sanderson and Andrew Rae were put forward with Andrew Rae being the preferred candidate.	

P. Lorenz proposed that the Board approves the motion to engage A. Rae in the capacity of Caretaker. Motion carried. P.Lorenz to speak The Board discussed the title of the Caretake position. Acting Operations with A.Rae Manager was the preferred title. The Board discussed the Rate of Pay for the Caretaker position. P. Lorenz to speak with A.Rae to negotiate employment status and rate as discussed. The Board approves for the Executive to make the final decision on employment terms for A. Rae. Caretaker Start Date – as soon as possible to ensure a handover with the current GM. Potential start date of Friday 23rd October. P.Lorenz and D.Meehan to discuss further the financial delegation for the Caretaker position. EDM to Membership to be sent out as soon as possible. Communication to membership to include **GM** Resignation Transparency of A. Rae taking the caretaker role P. Lorenz to write piece for EDM. **APSI Term Deposit** Term Deposit due in Late October. Value is approx. \$314K Money in the bank - \$200K (needed to comfortably move through summer for operations) Options for Term Deposit. 1. Withdrawal the entire amount and re-invest for 8 months ahead of 2. Split the money (\$250K into term deposit and \$65K into operating account) D.Meehan will communicate with the Board towards the end of October with more information regarding the Term Deposit and will be seeking a decision from the board via return email.

Meeting closed

Meeting closed at 6.00pm

Next Meeting

Next Monthly Board meeting to held on Thursday 29th October at 6.00pm via Microsoft Teams.