

## Board Meeting: October 2011

### A SUMMARY

The October Board meeting was held at the Mercure Hotel and Convention Centre.

The meeting commenced with a presentation from Ms Gerrie Carr-MacFie on TEEN SAFE – a program in THE KIDS' FOUNDATION (Kids in Dangerous Situations).

Matters discussed at the meeting included:

#### Succession Planning

1. The Chair reported that advertisements for the CEO position were placed in *The Courier*, *The Bendigo Advertiser*, and *The Geelong Advertiser* on Saturday, 17 September; the advertisement was run again in *The Courier* on 24 September. Applications close 5 October 2011. The shortlisting process is to take place in the weeks commencing 10 and 17 October and first round of interviews will be held in the week commencing 24 October.
2. It was agreed that *Expressions of Interest* for the Chair Elect role would be invited. Identifying a Chair Elect from the AICD-managed list of company directors in the region will also be explored. This is normal part of the Board's succession planning strategy.
3. The Deputy Chair, Jennifer Kelly, advised at the August meeting that she would not be seeking re-election. A vacancy exists for the role of Deputy Chair from the end of the October meeting. This will be considered at the December meeting. An equivalent vacancy was created as the Chair of the Membership and Communications Sub-committee - John King accepted the invitation of the Board to undertake this role. The Board expressed its appreciation for Jennifer's contributions in this role and for John's acceptance.

#### Projects

4. Project reports included endorsement of applications for funding support for a strategic and business plan for Revitalising the ACU-Hospitals Precinct (RAHP) and a proposal to support medical workforce attraction and retention in the region.
5. The Board approved and welcomed a new collaborative project, Young Adult Empowerment (YAE), chaired by Jennifer Kelly. This will empower young adults at risk of disengagement and, with great member goodwill and support, provide them with long term employment opportunities. The Board endorsed an application to the Federal Government for financial support.
6. The Rail Connectivity scoping group expects to put a detailed proposal to the Board in December.
7. The Water Task Team organised a Water Forum on 21 September which was attended by 30 Committee for Ballarat members/invited guests and 30 participants from the LBWR program. Keynote speakers for the Forum were the Minister for Water, Peter Walsh, and Professor Tim Fletcher from the University of Melbourne. The Minister urged Committee for Ballarat, City of Ballarat and Central Highlands Water to work together to ensure more sustainable water systems.
8. The Committee for Ballarat EA Network ("CONNECT") is being launched by Cr Judy Verlin on 13 October at the Founders' Room, University of Ballarat.

#### Finance and Organisational Matters

9. Financial reports for the year ending June 30 2011 and the associated unqualified Auditor's Report were adopted and recommended to the AGM, immediately following this meeting.
10. Committee will now comprehensively use e-banking facilities and revised financial delegations.

11. An integrated budget, now including Leadership Ballarat and Western Region was approved. This followed the Board's earlier approval of the integration process and recognition that elevated levels of funding require additional risk management strategies and attention to compliance.
12. Several contracts entered on behalf of the Board were endorsed: recruitment for LBWR positions; design of the Annual Report; imminent revision of LBWR's website; printing facilities; and coordination of a delegation to Federal politicians in Canberra.
13. Revised Employment, and General Policy and Procedure Manuals were approved.
14. The CEO's Report was approved. The LBWR Report included endorsement of recruitment actions for a new Programs Coordinator position and replacement for the Executive Officer.

### **Membership Matters**

15. The Board approved an application for Corporate Membership from Southern Cross Business Machines (Danny Swanton), and Small Dog Design's conversion to Small Business category. Ballarat Info, no longer trading in Ballarat, was noted as a discontinuing member.
16. Tony Chew, David James and Anthony Schinck's Community memberships were renewed for one year. Judy Verlin, who will not continue as a Community member, was thanked for her contributions.
17. The Board warmly noted successes of Members at the recent business excellence awards: Haymes Paints, UGL Rail and Mercure Hotel.
18. Members noted the imminent Spring Round Table Dinner featuring the Premier who will speak on his vision for regional Victoria and the role Ballarat might play.

### **Board Membership**

19. Two members of Committee, Dominic Clark (Alstom) and Sharyn Puncheon (Westpac) expressed an interest in standing for election to the Board and chose not to nominate at this stage. The Board invited them to be "participant (non-voting) observers" on a standing basis for one year.
20. The Board also noted that the following Board Members will retire from the Board following the AGM, and thanked them for their contributions: Jennifer Kelly and Anthony Schinck

### **AGM and Board Elections**

21. The October General meeting was followed by the AGM at which the strategic plan and Auditor's report were approved. The AGM also noted the election, in the following categories, of:

*All members except Small Business*

- Tony Stone (Selkirk Group of Companies)
- John King (J G King Homes)
- Stephen Byrne (BJT Legal)

*Executive member*

- Bill Mundy (Telstra)
- Catherine Baxter (UGL Rail)
- Matthew Gill (Castlemaine Goldfields)
- Donna Walter (St John of God Hospital)

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CEO