

Register of Out-of-Session Board Decisions 2016-17

Attachment C

| Agenda Paper No. | Recommendation No. | P = Proposer, S = Seconder, A = Abstained L=on Leave Topic | Date/s | via | Jillian Macintyre Pres | Michael Pattison VP | Leanne Bunn Sec | Matt McNaughton Treasurer | Rachael Buzio | Steven Smith | Alex Burgess-Buxton | Chris Stanfield | Total out of 8 | Decision (majority) | File | Notes |
|------------------|--------------------|---|-----------|-------|------------------------|---------------------|-----------------|---------------------------|---------------|--------------|---------------------|-----------------|----------------|---------------------|----------------------------|--|
| 1617-001 (OOS) | 1 | Membership - Canada Bay, Central Coast, Mt Tomah | 22-Jul-16 | email | S | L | P | | Yes | Yes | Yes | P | 5 | Yes | Membership Committee files | CS was a proposer of Mt Tomah only. |
| 1617-002 (OOS) | 1 | Anne Duncan be deleted and Amanda Kotlash and Leanne Bunn be added as signatories from the SWC Projects holding account (BSB: 082-491 Acct No: 74-128-0935) and the SWC Transaction account BSB: 082-299 Acct No: 94-401-9016, including for electronic banking. | 16-Sep-16 | email | P | Yes | A | S | Yes | Yes | Yes | | | | | |
| 1617-002 (OOS) | 2 | SWC establish a third transaction account, with the same signatories as the other two accounts (i.e. Matt McNaughton, Jillian Macintyre, Alex Burgess-Buxton, Leanne Bunn and Amanda Kotlash) for the purpose of use of a debit card. Funds would only be deposited into this account for agreed purposes to be pre-approved by two authorised signatories. | 16-Sep-16 | email | P | Yes | Yes | S | Yes | Yes | Yes | | | | | |
| 1617-002 (OOS) | 3 | The new Executive Officer is appointed the SWC Public Officer and the business address of SWC Inc. subsequently be changed to be that of the Public Officer. | 16-Sep-16 | email | P | Yes | Yes | S | Yes | Yes | Yes | | | | | |
| 1617-002 (OOS) | 4 | A permanent central PO Box be established with an additional flexible re-direction established to suit the convenience of the Executive Officer. | 16-Sep-16 | email | P | Yes | see note 1 | S | Yes | Yes | Yes | | | | | 1) Public officer needs address not PO Box |
| 1617-002 (OOS) | 5 | The draft Policy Manual is adopted. | 16-Sep-16 | email | P | Yes | Yes | S | see note 1 | Yes | Yes | | | | | 1) Would prefer more discussion |
| 1617-002 (OOS) | 6 | All memberships that have apparently "lapsed" be given a further three months to pay the membership fee. | 16-Sep-16 | email | P | Yes | Yes | S | Yes | Yes | Yes | | | | | |