

## General Board Meeting

Arirrki Aboriginal Corporation ICN:4637

ABN: 52 607 631 522

PO Box 645

Alyangula NT 0885

11 Ayawurra Cres Alyangula.NT  
Friday 7th October 2019

Trading as

Spectacular Jumping Crocodile Cruises

Groote Eylandt Car Rentals

### *Minutes of General Meeting*

*Open Meeting 5pm by Chairman Phillip Kennell.*

*Attendance - Vince Lalara, Willy Lalara, Abel Lalara, Russell Lalara,  
Phillip Kennell, Simon Porter, Wes Field*

Apologies - Arnold Lalara

Previous minutes accepted

Motion/ Seconded

Phillip Kennell/ Willy Lalara

Signed:

*Accept minutes from previous meeting*

- Minutes from August 23rd 2019 accepted as correct *Motion Phillip 2nd Russell*
- Correspondence*

Building Advisory Board - email Mono Purush - SJCC Building works.

- Email approving the extension of works. This includes moving Solar panels, removing the old “Donga” and installing new storage container, plus Toilet block upgrade. BAS is not seeking to fine Arirrki at this time pending continued updating of works.

*CouzensJohansen Lawyers - Dawson Vs Arirrki, Anti Discrimination Commission.*

- Following Ms Dawson’s complaints against the then SJCC Operations manager, Mr Wes Field regarding alleged sexual harassment, Ms Dawson made a complaint to the Anti Discrimination Commissioner. Once contacted by the Commissioner to follow up with conciliation talks, Ms Dawson withdrew the complaint of her own free will and claimed to have never made the complaint to start with. She has also allegedly told other staff that the former General Manager “asked” her. To make the allegations. Lawyers for Arirrki, CouzensJohansen were informed that Ms Dawson had withdrawn the complaint and that no further action

would be taken. This matter is closed. Arirrki has been advised to treat Ms Dawson very carefully with any future disciplinary action.

### *NT WorkSafe - Interaction Reports - Complaints*

- Following on from complaints made to NT Worksafe 5 months prior, and not followed up on by former General Manager Bruce Marshall. Arirki has been given the period of 14 days to comply and provide paperwork relating to dock upgrades, procedures and policies, or be fined. Current OH&S policies are out of date and mixed with HR procedures. The decision was made to have All Aspect HR consulting to overhaul these documents along with Arirrki's HR policies. This will ensure that Arirrki has up to date polls and procedures in line with current legislation.
- The Board unanimously agreed to the extension of works by All Aspect to carry out the above works. Discussions will be held with IBA to see if it is possible to extend funding for this. Follow up with Jared Copely - IBAProposal for new HR work consultants

### *Financial Reports*

Dynamic Financial provided reports for September 2019. These included a Budget Variance Report. Balance Sheet showing that Arirrki was solvent. A prepared full Budget for Arirrki Operations was also tendered to the Board. This was briefly gone through and copies given to all Board members for further discussion. The Decision was made to pass this as a working operation Budget, to be reviewed as needed

### *Motion Russell 2nd Phillip*

An update on the current state of Arirrki taking over its own Bank accounts was provided. As of this morning, Arirrki now controls his accounts fully and Bruce Marshall has been removed as a signatory. A new debt card will need to be reissued to the new CEO, Wes Field in the future.

Discussion for approving new business expenses/quotes etc, as per the Agenda, was not discussed due to time constraints.

### *New Business*

#### *GECR update*

- A brief update was given regarding the current running of GEGR. It was agreed to increase the hire rates, as reviewed by Simon Porter.

- Quotes were received for the proposed all weather work area. At this stage, none of these seem suitable or with a constrained budget. We are still waiting on a further quote.
- Use of the Hiace for Funerals - This was return damaged from the previous funeral. It was decided that there would need to be new rules for the hiring of the bus and director use of cars. Simon Porter offered to write a new hire sheet including a \$100 cash up front deposit for cleaning. Willy asked the other Board members if it was possible to “borrow” a vehicle for a few days until his car was fixed. Simon and Rachael were instructed to “make a deal” with Willy. Payment was not to come from compassion money. Simon agreed to do this.
- Adoption of the Car Rental Manager program was made. This is a cloud based software program that should allow a streamlining of car rental bookings and invoicing. The Board unanimously agreed to approve this.

### *SJCC update*

- A brief run down was given regarding required building works. Bruce has left many things undone or only quoted. Nothing has been budgeted for. The Board continued to support the CEO doing what was necessary to get works complete and the new building operational only. Future works will be based on “as necessary” basis.
- SJCC is working towards new uniforms that are cooler and more affordable. The CEO is looking the possibility of paying homage to the SJCC traditional owners and their beefs, by possibly including art work from Graham Kenyon into the new uniforms. Other options will be explored as well. Currently uniform shirts are \$79 each from a “mate” of Bruce Marshal in Cairns.
- Quotes were put forward to replace the motors on Wildcat. This was required by AMSA back in May, but was never completed by Bruce. Money is budgeted for this. Wildcat will require painting and minor upgrades at the same time. Money is in the budget for this.
- *Motion Phillip 2nd Willy*
- Wes Field presented the first draft of a funding proposal for a new Art Gallery and cultural centre for Crocs. This is to not only give SJCC a new revenue stream, but Arirki will work with eh ALC Arts Centre to promote Groote Eylandt Artists. The Building would also contain a proper cafe and storage, and would be

located on the site of the old office. This building would also meet the needs for disabled access to improve our market demographic. Ben Proctor of Top End Welding will assist in getting plans drafted for costing. A brief of the proposal has been shown to ALC Chairman Mark Hewitt. It was decided that these plans should be shown to the ALC finance controller and will be presented by Wes Field and Abel Lalara.

- Moved Russell 2nd Phillip.
- Wes Field has made a funding grant for NT Biz Secure for security for SJCC.

#### *Arirrki Update.*

- A number of items were briefly put forward as per the Agenda. Due to time constraints and that some of these items has already been discussed.
- Wes Field will apply to NT Small Business Champion program to assist with funding for business planning for Arirrki. Arirrki is sorely missing the basics of business foundation and this will go towards developing a business and strategic plan fro the future.
- Pole 7 Land update. - Despite previous claims. It was discovered that Bruce had never had any discussions on this proposal beyond a single conversation. The site chosen by him was small and did not allow for future growth. It had no access to amenities and limited access. A site was put forward by the ALC to consider as the site of the old dump. This will need to be capped with dirt before future works could happen. Power and access is already present. Water would need to come in via works on ALC compound next door. The Board decided that this site held potential. It was discussed a new building similar to the new SJCC building would be considered, but extended to include a workshop and facilities for training and meetings. A business plan and proposal will be put together by the CEO for presentation to ALC in the near future.
- The Board Secretary position was once again discussed. It was agreed by all that it would be offered to Therese Birch, with the view of it extending into a liaison with the ALC arts centre if the Arirrki Gallery gets the go ahead.
- Compassion Money rules for emergency money will need to be overhauled and proper written rules prepared. This will be presented to the Board after the AGM
- Motion Phillip 2nd Willy

- Wes Field said he would look at ways to include better information flow to members and directors. Directors were asked to forward email addresses to the CEO for sharing information.
- Wes Field will discuss with the accountant regarding tenders for a new auditor for the 2020 AGM. This will need to be decided at the 2019 AGM in November.
- Directors were asked to provide the CEO with members lists for compassion money and to update the members list for the AGM.
- The Directors were provided a copy of the current rule book. It was decided that this is now very dated and does not meet Arirrki's needs. A consolidation process will be put in place after the AGM to update the rule book for a potential general meeting around Easter to approve a new draft.
- Directors were given handouts on ORIC governance. The CEO will look into improving governance training with all the Directors in the near future.
- A decision was made to look at potentially disposing of assets that do not meet Arirrki's needs. This includes several dated and used vehicles and the Unit in Darwin. Information would be gathered and a decision will be made at a later date.
- Wes Field will speak to the lodge for the meeting room for the next meeting to allow a business planner to speak to the Board regarding Arirrki's future
- Set date for next meeting will be set for Friday 1st November 2019

*Meeting Closed at 6:30pm by Chairman Phillip Kennell.*

Ratified - Date

Director

Director