

**MEETING OF THE BOARD OF DIRECTORS OF  
AUSTRALIAN INSTITUTE OF SOCIAL & ETHICAL ACCOUNTABILITY INSTITUTE INCORPORATED  
HELD IN PERSON AT THE The Benevolent Society, Level 1, 188 Oxford Street, Paddington NSW 2021**

**18<sup>th</sup> Board Meeting on Thursday 20<sup>th</sup> July 2006 at 11.15am**

**BOARD MEETING #18**

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CHAIR: Mr Richard Boele President

PRESENT: Mr Peter Caldwell  
Ms Marcelle Holdaway  
Ms Liz Skelton  
Mr Tim Heesh (by phone)

APOLOGIES: Mr Mr Terence Jeyaretnam  
Mr Michael Nugent  
Ms Sonali Bishop  
Ms Corrine Proske  
Ms Tim Heesh  
Mr Peter Kaye

OBSERVERS:

MINUTES AND BUSINESS ARISING:

The minutes of Meeting #17 held on 15 February 2006 were tabled. It was agreed that minutes would be circulated.

Resolution: Proposed by Peter Caldwell  
Seconded by Marcelle Holdaway

“That the minutes from meeting #17 be accepted”.

Business arising from previous minutes:

Action: Richard Parson off the website and Liz Skelton, Marcelle Holdaway to ensure.

Action: Member survey & putting taking history of the Institute together, Peter to ask Eva Cox.  
Tim Heesh has sent renewal notices to current members.

Action: Richard Boele to notify expired members.

Action: Update website with new vision and mission, RB to email MH with it for Peter.

Action: RB to finalise Melbourne training date.

Action: Legal Committee to finalise Constitutional changes by next Board meeting.

MEMBERSHIP AND FINANCIAL REPORTS:

The President presented 3 new members for admission to the Institute.

The President reported on the Institute’s financial status. In summary:

- Cash on hand is approximately \$4300.

Resolution: Proposed by Liz Skelton.  
Accepted by Peter Caldwell.

“To accept the financial and membership report for meeting #18 relating to complete financial year 05-06”.

#### GENERAL BUSINESS – 5.1 Review of Action Items from Brainstorm

Accountability Roundtable – Marcelle booked the venue. Discussion about the approach to accountability in the relationship between government and social service providers. Consider Not For Profit Roundtable as participant. Consider having two speakers, one for the outputs, quantitative, systems and another for outcomes and qualitative.

#### GENERAL BUSINESS – Reviewing Communication Plan

Actions:

- Update of web (actioned above)
- Info sheet to be developed before the next event RB to pull out of funding proposal & get it set up as A4

#### GENERAL BUSINESS – Funding Update

Discussed that funding proposal is now in with FACS and EPA, awaiting CP's return to submit the proposal to other potential funders such as foundations.

#### GENERAL BUSINESS – Practitioners Talk

- Discussed that we will have completed three year end –with an additional event in NSW on Local Government accountability and the Qld event will be rebadged a Practitioners Talk.

#### GENERAL BUSINESS – Training

Currently planning early November to run same training as last year in Melbourne. Stakeholder Engagement training was discussed but there was concern expressed on the nature of the offer, that is seen to be endorsing one approach over others. It was agreed that it would need to be in a similar format to assurance workshop – that is a 'taster' of all approaches. Noted that we shouldn't offer training that is titled the same as members.

Action - Have a 'taster' day for not for profits on accountability – the different approaches to accountability relevant to NFP. Liz Skelton/Marcelle to lead - would have SVA, SAN, CRI and other models for accountability.

#### GENERAL BUSINESS – OTHER BUSINESS

None.

CLOSURE: There being no further business, the meeting closed at 12.45pm

NEXT MEETING: The date of the next meeting was to be held in conjunction with Melbourne training.

(Signed)  
Chair