



## NRWC Finance and Risk Committee

### Minutes

Finance Committee Meeting

3<sup>rd</sup> July 2025

**ZOOM – 2pm (NSW + QLD) 1.30pm (SA)**

**Finance Committee: Karen Holder (Treasurer), Cr. Jan Clifford OAM, Wendy Hick, Keli McDonald**

- Welcome & Acknowledgement of Country – *Karen Holder welcomed everyone and opened the meeting, acknowledging country. Karen hand over to Keli noting the Finance Report from May needs to be endorsed*
- Attendance – Karen Holder, Wendy Hick, Jan Cliff OAM (14:05) & Keli McDonald
- Absent – Nil
- Apologies – Nil
- Secretariat – Keli McDonald
- Declaration of Conflict of Interest – Nil

### 1. Review and Approve Previous Minutes

Minutes of the last Finance Committee Meeting held **5<sup>th</sup> June 2025 – Appendix 1**

Motion – *“Acceptance of the Minutes from the last Finance Meeting June 2025.*

Moved: Karen Holder

Seconded: Wendy Hick

### 2. Actions from the Previous Meeting

**ACTION** - *Keli to provide May Finance Report after June meeting with an endorsement sent separately. Report attached to this meeting and to be endorsed at item 3*

### 3. Finance Report

**Appendix 2**

*Motion: The May 2025 Finance Report has been reviewed and is accepted.*

*Motion: The June 2025 Finance Report has been reviewed and is accepted.*

Moved: Karen Holder

Second: Jan Clifford OAM

*Note: Reports are not audited. June report is prior to EOFY adjustments*

*Discussion on the process of accounting for the transfer of funds from OFW Grant account to Debit card*

#### 4. Risk

Identified at the last meeting was the possibility of ‘push back’ on the YRRRAP contraception access to information survey. To date this has not occurred.

#### 5. General Business

- Review of AWP – Please see attached

*Keli shared the AWP DRAFT Y2, including OFW comments with Directors*

*No critical issues of concern*

*Noted that some foundational information shared and agreed for AWP Y1 are being asked again at Y2 due to other/new OFW advisors involved with the AWP*

*AWP seems to be getting more descriptive, originally designed to be high-level and broad*

*Keli & Jan attending NWA Forum in August 19-21<sup>st</sup> in Canberra*

- Attendance to RAI Summit in Canberra in October has yet to be made – cost circa \$1000
- Graphic Designer for Annual Report has been secured. Timeline overruns will cost us more money so will need to be kept to the time schedule. The Annual Report has high traffic on the website
- Member Organisation Invitations to provide a representative on the NRWC Board have been emailed
- AGM – open to members and stakeholders?

*Discussion with Committee on the Keli's request for discussion and decision making at the Board.*

*Benefit of assisting with succession planning for representation on the NRWC Board, keeping communications open to Members Organisation, our volunteers and NETWORK. Question regarding the NRWC Constitution and attendance asked by Wendy. Finance agree okay to add as an agenda item at the next Board Meeting*

#### 6. Any Other Business

##### Contractors

Please see attached spreadsheet

*Spreadsheet shared with Directors and contracts explained*

#### 7. Next Meeting

11<sup>th</sup> August 2025 – 2pm

8<sup>th</sup> September 2025  
13<sup>th</sup> October 2025  
10<sup>th</sup> November 2025  
8<sup>th</sup> December 2025

## **8. Meeting Closed**

Meeting closed: 3.10pm