



NRWC General Meeting of Directors – All Directors

Minutes

Notice was given that the National Rural Women's Coalition Ltd
Directors' General Meeting
will be held Sunday 19th January 2025
Hotel Indigo Conference Room
Time: 9:45am – 11:45am

Invited: Jan Clifford, Karen Holder, Jacqueline Brotherton, Wendy Hick, Nicole O'Reilly, Dr Skye Charry, Cressida Cains

Business

- Open & Welcome – Jan Clifford 10am
- Acknowledgement of Country - Jan Clifford
- Attendance - Jan Clifford, Karen Holder, Jacqueline Brotherton, Wendy Hick, Nicole O'Reilly, Dr Skye Charry, Cressida Cains
- Apologies – N/A
- Absences – N/A
- Secretariat - Keli McDonald and Jess Davis

1. Minutes

Minutes of last General Meeting of the Board held the 26th November 2024 – **Appendix 1**

Motion *"Minutes from the General Meeting of the Board held on 26th November 2024 be accepted"*

Moved: Wendy Hick

Seconded: Nicole O'Reilly

Board agreed to remove the video recording of the onboarding for Skye and Cressida.

2. Actions from the Minutes

Action from the Minutes – **Appendix 2**

2.1 ACCAN – Application has been made for membership with fee waived. As part of this process, we need to nominate a voting delegate. Please can we have nominations

Motion: CEO, Keli McDonald, will be the National Rural Women's Coalition delegate at ACCAN meetings and report back to the Board each Board meeting.

Moved: Jan Clifford

Second: Nicole O'Reily

ACTION - Form to be finalized and returned to ACCAN

3. Correspondence

Appendix 3

Any questions on any of the correspondence?

4. Acceptance Of Board Nomination

Australian Women in Agriculture have nominated Cressida Cains to represent the AWiA on the National Rural Women's Coalition Board following the resignation of Natalie Sommerville on 7 December 2024

Motion: The Board accepts the nomination of Cressida Cains to the National Rural Women's Coalition Board as representative of Australian Women in Agriculture.

Moved: Nicole O'Reily

Seconded: Skye Charry

5. Endorsement of Policies & Procedures

Company Secretary – Wendy Hick to lead review and discussion of policy and procedures.

Company Secretary asked the question if anyone else would like to join the Governance team.

Skye Charry (Independent Director) said she would be happy to join the committee.

A selection of policies & procedures were reviewed at the Governance meeting on Friday 17th and presented to board for endorsement.

Motion: The following policy and procedures are endorsed by the National Rural Women's Coalition Board

1. Confidentiality Policy
2. Conflict of Interest Declaration Form

Moved: Wendy Hick

Seconded: Nicole O'Reilly

Carried: All

ACTION - In principal support to remove Honorarium Policy, making sure the Stipend Payment Policy includes the Honorarium Payment.

ACTION – Accident and Incident Report - investigate creating a damage/insurance claim policy. May need a second form for damages.

7.3 Company Secretary Report & Governance Committee Report – Wendy Hick

Action – Non-For-Profit report submitted by Keli

ASIC – removal of Natalie Sommerville and then add in Cressida Cains

7.4 CEO Report – Keli McDonald - Appendix 4

7.5 Social Media - Appendix 4

7.6 Rural Regional and Remote Communication Coalition (RRRCC) – Wendy Hick

7.7 CEDAW – Keli McDonald

7.8 AGEC Meeting – Dr Skye Charry

Any Other Reports?

8. Date for next Director's Board Meeting

Third week of month as finance meet second week on a Tuesday

Tuesday 18th March 2025 at 12 noon (AEST)

Tuesday 20th May 2025 at 12 noon (AEST)

Tuesday 15th July 2025 at 12 noon

Tuesday 16th September 2025 at 12 noon

Tuesday 18th November 2025 at 12 noon

9. Any other Business

Any other business?

10. Meeting Closed

Time: 12.11pm

