

The Chair opened the meeting at 8.40am.

ATTENDANCE	
<p>Directors: Mike Berwick (Chair) Peter Rowles Troy Wyles-Whelan Caroline Coppo (Friday) Elsie Go-Sam Ken Atkinson Cr.Bill Shannon (Saturday) Cr Paul Gregory Peter Valentine</p>	<p>Staff: Allan Dale, Chief Executive Officer Carole Sweatman, Business Manager Colleen McIntosh, Program Support Officer David Hinchley, Manager Community Engagement Kath Shurcliff – Friday only Dave Carey – Reef Rescue Manager – Friday only Tony O'Malley, Biodiversity Planning – Saturday only Rowena Grace, Team Leader Biodiversity – Saturday only Ro Hill, Program Leader –Saturday only Rachel Wicks, Corporate communications – Saturday only Michele Dale, Education Resource officer – Saturday only</p>
<p>Other Attendees: -</p>	
<p>Apologies: Bill Shannon for Friday, John Pollock for both days, Caroline Coppo for Saturday</p>	
	ACTIONS
<p>1 – Adopt Financial Reports – Closed Session</p>	
<p>Motion: 1.That the Board adopt the Financial Reports as presented. 2. That The Board endorse the Management responses to the Audit Close Report.</p> <p>Moved: Peter Valentine Seconded: Paul Gregory Carried Unanimously</p>	
<p>1a – Eligibility to Hold Office as a Director</p>	
<p>Motion: That the Board takes action to prepare an amendment to the Company's Constitution which will have the effect of specifically excluding an employee of the Company form holding office as a Director.</p> <p>Moved: Ken Atkinson Seconded: Peter Valentine Carried Unanimously</p>	
OPEN SESSION	ACTIONS
<p>2 – Traditional Owner Welcome to Country</p>	
<p>Leonard Andy Representative of Djiru Traditional Owners welcomed the</p>	

Board to Djiru Country.	
<i>BUSINESS ITEMS</i>	<i>ACTIONS</i>
3 – Declaration of Conflicts of Interest	
Nil.	
4 – Confirmation of Directors’ Meeting Minutes, Friday 28th November 2008	
<p>Motion: That the minutes of the Directors’ meeting held 28th November 2008 be confirmed as a true and correct record subject to any changes as recommended by the Directors.</p> <p>Moved: Paul Gregory Seconded: Peter Rowles Carried Unanimously</p>	
5 – Business Arising from Item 4	
Nil	
6 – Board Meeting Actions List	
That the Board meeting actions list be received as presented.	
7 – Correspondence	
<p>Motion: That the Board note incoming and outgoing correspondence as presented</p> <p>Moved: Mike Berwick Seconded: Caroline Coppo Carried Unanimously</p>	Colleen to give Allan a copy of letter in response to correspondence from John Ridd
8 – Out of Session papers	
<p>Motion: That Out of Session papers 38 & 39 be noted</p> <p>Moved: Paul Gregory Seconded: Peter Valentine Carried Unanimously</p>	
<i>DISCUSSION ITEMS</i>	<i>ACTIONS</i>
9 – Chair’s Report – Mike gave Chairs Report	

10 – Chief Executive Officer’s Report	
<p>Allan gave update including -</p> <ul style="list-style-type: none"> • Governance – Permanent appointment of Business Manager • Final budget system nearing completion • Awaiting RIS indicative allocations • Regional Delivery – Area Team progress and new Dave Carey Role • TRIS and RR being finalised • Strategic CFOC applications for discussion • Over-subscribed on Reef Rescue • WTMA partners on Biodiversity/ P&C • Future Directions – General discussion Degree Celsius • Current State Bilateral Negotiations • Reef Plan Development • Sustainable Cairns initiative • Jenny Quealy proposal 	
WORKSHOP	ACTIONS
<p>11& 12 – Workshop – Corporate Plan – developing measurable targets for next three years</p> <p>Business Planning for 2009/2010</p>	
<p>Kath Shurcliff facilitated Corporate Plan Workshops</p>	<p>Draft Corporate Plan targets to be emailed to Directors for comment and feedback and then finalized at a session with staff, prior to final approval by the Board.</p>
13 – NRM Plan Outline	
<p>Allan Dale gave update for the Board</p>	
14 – RIS and CFOC	
<p>Allan Dale and David Hinchley gave update to the Board</p>	
INFORMATION/DISCUSSION ITEM	ACTIONS
15 –Organisation Review	
<p>Carole Sweatman gave overview of Organisation Review and it was agreed that Internal Review be conducted.</p>	<p>Carole to draft a Terms of Reference for an Audit Committee for Out of</p>

Carole spoke to the Board re forming an Audit Committee. The Board agreed that a Terms of Reference be developed for review by the Board.	Session Paper.
DECEISION ITEM	
16 – Selection of consultants for 360 Review	
<p>Motion: That the Board approved the appointment of Diane Price Consulting to complete a 360 review of the Chair, CEO and the Board (as a group) at a total cost of \$10,000.00, subject to allocation of adequate budget.</p> <p>Moved: Mike Berwick Seconded: Bill Shannon</p> <p>Carried Unanimously</p>	
INFORMATION ITEM	
17 – Corporate Comms – Web page demo	
Rachel Wicks and Michele Dale gave the Board a demonstration of new Web Page to the Directors	<p>Rachel to send out links to new Web page for Directors to look at new web page and send back any feedback.</p> <p>Michele to make sure all Directors and Staff have access to the Intranet</p>
DECISION ITEM	
18 – Next Meeting Date/ Other Business	
<p>That the next Board meeting be held on Friday 29th May and Saturday 30th May 2009 at Ingham</p> <p>Allan and Mike gave the Board an update on Degree Celsius following discussions coming out of OOS Paper 39.</p> <p>The Board noted the resignation of Caroline Coppo as a Director due to Caroline taking up the position of Team Leader Hinchinbrook. A presentation was made to Caroline recognising her good work while on the Board.</p> <p>The Board noted the resignation of David Hinchley from Terrain to take up a position with the Carpentaria Land Council Aboriginal Corporation based in Cairns. A presentation was made to David recognising his contribution to Terrain.</p>	Colleen to send out Letter to Penny Wong to Directors
INFORMATION ITEMS	
19 – Mission Beach LAP - Overview	
Tony O'Malley, Rosemary Hill and Rowena Grace to gave an overview and update of the development and implementation of the Mission	Colleen to provide Directors with better copy



Minutes
Meeting of Directors
Friday 20th February & Saturday 21st February 2009
Mission Beach Resort, Mission Beach.

Beach habitat Network Action Plan	of MBLAP
The Chair declared the Meeting closed at 12.45pm.	
Written Updates by David Hinchley – Community engagement Unit and Tablelands Area and John Reghenzani – Sustainable Industries Unit and Hinchinbrook Area were included in the Board papers.	

These Minutes confirmed as a true and correct record at the Directors' Meeting held 20th & 21st February 2009

Signed _____
Mr Mike Berwick, Chair Terrain NRM