

Lord Howe Island Board

MINUTES OF THE MEETING OF THE LORD HOWE ISLAND BOARD

LOCATION By Teleconference. Lord Howe Island elected Board Members and Staff at Lord Howe Island Community Hall, corner Lagoon Road and Neds Beach Road.

DATE Monday 19 October 2020

BOARD MEMBERS PRESENT

- Ms A Levy (Chair – AL) – by phone.
- Mr C Wilson (Deputy Chair - CW)
- Mr G Crombie (Member – GC)
- Mr D Kirk (Member - DK) – by phone.
- Mr R Pallin (Member – RP) – by phone.
- Mr M Retmock (Member – MR)
- Ms T Turner (Member - TT)

APOLOGIES

Nil

BOARD STAFF PRESENT

- John van Gaalen (Manager Business and Corporate Services - JV)
- Justin Sauvage (Manager Environment & Community Services/Acting CEO - JS)

The meeting commenced at 4:20 pm at the Community Hall and closed at 4:50 pm. Two members of the public attended all or part of the meeting.

Unless otherwise specified, all Board decisions were unanimous.

A COVID-19 safety plan was prepared for use of the Community Hall according to NSW Public Health Orders.

1 CONFLICT OF INTEREST DECLARATIONS

Nil

2 FINANCE AND BUSINESS MANAGEMENT

2 (i) Draft Financial Statements 2019/20

It was moved by GC and seconded by RP to adopt the recommendation that the Board:

1. Notes the audited financial statements for the year ended 30 June 2020 as detailed in this report and the attachment,
2. Forms the opinion that the financial statements exhibit a true and fair view of the financial position of the Board as at 30 June 2020 and of its financial performance for the year then ended, and that the financial statements have been prepared in accordance with Australian Accounting Standards, the *Public Finance and Audit Act 1983* and the *Public Finance and Audit Regulation 2015*,
3. Notes that it is not aware of any circumstances which would render any particulars included in the financial statements, to be misleading or inaccurate
4. Authorises any two members to sign the financial statements (Attachment: A) on behalf of the Board, and
5. Authorises the Chair to sign the Representation Letter by those charged with Governance on behalf of the Board (Attachment D).

The Board adopted the motion.

3 GOVERNANCE

3 (i) Attestation Statement for Financial Year 2019/20

It was moved by CW and seconded by GC that the Board adopt the recommendation that:

The Board resolve to authorise the Chairperson to sign the Internal Audit and Risk Management Attestation Statement for the 2019/20 Financial Year.

The Board adopted the motion.

3 (ii) Draft Annual Report 2019/20

It was moved by RP and seconded by GC that the Board adopt the recommendation:

1. That the Board note the draft Annual Report (Part One) 2019/20 and nominate two local members to sign the Letter of Submission to the Minister.
2. Craig Wilson and Matthew Retmock sign the Letter of Submission to the Minister.

The Board adopted the motion.

4 GENERAL BUSINESS & QUESTIONS ON NOTICE

Questions were asked about the slab for the boatshed. Discussion followed but no actions were considered necessary as a result.

NEXT MEETING

7 December 2020 – Closed Session

8 December 2020 – Open Session