

Board Meeting Agenda

Board Meeting of **XX Co-operative**

Date:

Venue:

Time:

**Board Attendees:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Invitees:** |  |  |  |  |  |

**Apologies:**

**Agenda Items:**

1. Apologies
2. Changes to register of interests
3. Incidents and grievances
4. Confirmation of minutes of previous meeting (date) attached
5. Issues arising from previous minutes
6. Financial report
   1. Profit & Loss
   2. Balance Sheet
   3. Budget
   4. audit
   5. Reports for lodging
7. Resident Issues
   1. Individual issues
   2. Plan Reviews
   3. Service Agreements
8. Staff Issues
   1. Roster
   2. Leave plans
   3. IFAs
   4. Staff Reviews
   5. recruitment
   6. training
   7. Other
9. Continual Improvements
   1. Wageloch
   2. SILC documentation changes
   3. Jotforms
10. Corporate issues –
    1. Insurances
    2. Agreements with Service Providers
       1. SIL Quotes
       2. SIL House Operator Agreement with SILC
       3. SIL Participant SIL Service Agreements SILC with Participants
       4. Future SDA Heads of Agreement with CENSW & SILC
    3. Proposal to set up a House calendar.
11. WHS
    1. Issues / incident reports
    2. Registers
12. House Operations
    1. Repairs and maintenance
    2. Motor vehicle
    3. Cleaning etc
    4. other
13. Other Business
    1. TBC
14. Next Meeting
    1. Team Meeting
    2. Board meeting