

**Salamanca Arts Centre Inc.
77 Salamanca Place
Hobart Tas 7004**

**SUMMARY OF MINUTES
EXECUTIVE COMMITTEE
Meeting held on Monday 2 May 2005 at 6.00pm
in the SAC Meeting Room**

- **APPOINTMENT OF SAC INC. PUBLIC OFFICER**
RESOLVED – Justice Alan Blow
- **APPOINTMENT OF HCC CO-OPTED POSITION**
RESOLVED – Alderman Ron Christie continuing
- **DECLARATION OF PECUNIARY INTEREST**
NOTED
- **MINUTES OF PREVIOUS MEETING**
MOVED and SECONDED that the Minutes of Meeting held Monday 4 April 2005 be ACCEPTED as a true and accurate record. CARRIED.
- **BUSINESS ARISING FROM THE MINUTES**
2 Kelly Street: settlement update.
Settlement is nearing completion.

Policies and Procedures

2005 Policy Manual complete.

Small working party to consider further revision.

2005 Annual General Meeting

Welcome new Board members: Ron Gifford (President), Justice Alan Blow (Vice President), Delia Nicholls (Vice President), Yvonne Rees-Pagh (Secretary), Jonathan Hodgkin, Tania Bosak, Mitchel Miller, Peter Rodwell

Special General Meeting minutes

Complete transcript of Special General Meeting exists.

Correspondence

Ron Gifford to respond.

Article relating to 2 Kelly Street is to be included in the next Newsletter.

Occupational Health & Safety

Testing and Tagging of spaces nearly completed and areas currently being upgraded.

Web-site Development

Site reviewed and updated by SAC staff. Positive comments have been received, including from interstate.

Summary of monthly Executive Minutes can be published on the website.

- **TENANT LIAISON MEETING**
Appointment of Tenant Liaison Officer RESOLVED – Mitch Miller
Tenants' Forum to be arranged.

- **GOVERNANCE REVIEW**
Government appointment of David Fishel, author of *The Book of the Board*, CONFIRMED and arrangements underway.
- **FINANCIAL REPORTS**
March Financial Report
Overall, the actual year to date result is in line with budget.

Aged Receivables
The Aged Receivables reviewed – no concerns with any accounts.
Meeting RESOLVED to ACCEPT the Financial Report.
- **DIRECTOR'S REPORT**
Storage area options to be explored.
Meeting RESOLVED to ACCEPT the Director's Report.
- **SUB-COMMITTEES AND DELEGATES**
Finance Sub-Committee
Date to be set for next meeting.

Arts Sub-Committee
Next meeting to be held 11 May 2005.

Building Management Sub-Committee
Next meeting to be held 15 June 2005.

Oversighting Committee
Next meeting to be held 8 June 2005.

Appointments of Sub-committee members for Arts and Finance RESOLVED.
BMSC to be finalised.
- **MEMBERSHIP REPORT**
Meeting RESOLVED to ACCEPT the Membership Report.

NEXT MEETING: Monday 6 June 2005 at 6pm