**Minutes of Community Praxis Cooperative Inc.**

**Board Meeting**

**23rd September, 2016**

**at Octane Coffee, Zilmere**

Attending: Howard, Lynda, Em, Tina (minutes), Neil, Dave, Peter.

Apologies: Paul, Gerard

1. Meeting opened at 10.40am.
2. We had a check-in before the meeting started.
3. **Finance Report.**
	1. Howard presented the current finances: Operating A/C $197; Investment A/C; $6015;
	2. Howard shared that we ran some of our projects at a loss last year. **Action: Howard** to email us excel spreadsheet template as a guide for budgeting. All project team leaders – just be careful with bursaries and profit margin.
	3. Dave’s books are still on the balance sheet as an asset. Nobody knows where they are; and so Howard recommends we write them off. All agreed. **Action: Howard** to write those books off.
	4. Howard discussed the Ethical Dividend. It has $2,900 liability; Howard moved that we stop spending any of this until to the balance grows till at least $5,000. All agreed.
	5. Neil asked if the May training profits covered our insurance. Howard reported that we covered our insurance costs, which were $1,800 this year. Neil suggested that we make one of our four (2016/2017) planned workshops in 2017 to go towards our 2017 insurance costs. All agreed. Peter then suggested that to make money (to pay for our insurance) we bring a big name, such as David Denborough, to do a Praxis workshop. **Action: Peter** to follow up with David about something for 2017. We brainstormed some other names and will pursue those ideas too. Eg Jason Mcleod – community organising; Non-violent Communication; Co-operatives; The Change Agency; Dave Palmer from Murdock – engaging with Indigenous Peoples/use of The Arts in CD.
4. **Reflections on the Retreat.** Discussion about the 3-legged stool purpose: to remain a worker’s co-op; to support each other in our individual practice; and our leadership in the sector, or our ‘gift to the world’ as a Co-op. Absent people from retreat were happy with newly framed purpose. Suggestion that this get put on to the website somehow. In relation to the latter (leadership/our gift to the world), we discussed that our third workshop in the first half of 2017 be a listening and conversation event to build an analysis together to reimagine the human and social services sector that supports bottom-up social change. Peter’s Note: remember to use Arundhati Roy’s quote on the flyer (Peter to supply). Her novel: The God of Small Things; the book Peter mentioned relevant to our workshop idea: Capitalism: A Ghost Story.
5. **BBC Reflections.** Em and Peter had distributed a reflection document. They would like to try a different version of the BBC utilising more community-member led process work. All agreed it would be good to give it a go. Em and Peter are going to try and get some funding to run one.
6. **Workshop 28th October in Caloundra.** Howard (team leader); Peter; Lynda; Dave and Tina are the team. Using the Spiral Learning Model to explore a couple of meaty topics. People will both learn about the model and then apply it. Publicity still needed; on website and email out via mailchimp. Re: bursaries – the formula: for every 5 full fee-paying registrants, we will offer 1 bursary. Everyone - don’t promise a bursary, but direct people to Howard as he then can keep tabs on how many bursaries versus full fee-paying people we have. We all agreed that Howard can use his discretion if people can pay some money (not a bursary and not full fee-paying), and he’ll keep tabs on this so lower waged people can attend.
7. **Communication/Marketing.** **Portfolio Leaders: Mailchimp** –Tina. **Action: Em** to “invite” me to Mail Chimp. **Website: Lynda**. **Action: Em** to investigate a “subscribe to Mailchimp” button from our website. **Facebook: Peter**, and Howard, Tina and Em are all administrators; **Graphics and Flyers: Em** raised that we don’t have all the handouts and resources we use at workshops in one place. **Action: Lynda** to set up a “members only” space on the website so they can be uploaded; and **everyone send** their handouts and evaluation forms etc to Lynda. Em also raised that our handouts don’t look consistent. **Action: Em and Howard** can work this. Jenny from DYCYP can also help.
8. **Next Meeting:** Friday 2nd December, 10am at Octane, Zilmere.
	1. Brainstorm ideas for the guest / big name person workshop.