


OFFICIAL




Goldfields Women's Health Care Centre Board Meeting

Tuesday, 18 March 2025 at 5.30pm


19 Dugan Street, KALGOORLIE WA 6430 & Teams

		Actions
1. Open	The meeting was declared open at 5:33pm by KM .	
2. Attendance	Kylie McLerie KM Janna Sekhon JS Gloria Moyle GM Samantha Duddy SD Ash Armstrong AA Elise Wheadon EW Alex Naylor AN	
3. Apologies	Tara McRobbie-Rout TMR Danielle Nordeck DN Robyn Steenbach RS	Endorsed: 




4. Register of conflicts of interest	Ongoing conflicts noted as below: <ul style="list-style-type: none"> • CEO represents the GWHCC on Something Pink Committee. • Goldfields Community Legal Centre as detailed in GWHCC Strategic Thinking Report. TMR is currently an employee of Goldfields Community Legal Centre. 	
5. Acceptance of minutes from previous meeting	The minutes of the meeting dated 18 th February 2025 had been previously circulated and were confirmed as a true and accurate record of that meeting.	Approved by consensus.
6. Matters arising from the previous meeting	<ul style="list-style-type: none"> • Details of software developers have been passed on the CEO by KM. • KM and board keeping an eye out for any suitable commercial properties. Current and past pool of commercial properties isn't suiting GWHCC needs at the moment. 	Action: CEO & KM Action: ALL
7. Operational Report CEO Gloria Moyle (GM)	<ul style="list-style-type: none"> • International Women's Day: <ul style="list-style-type: none"> ○ Stakeholder and client survey from the IWD- Survey indicated all enjoyed the IWD in Kalgoorlie and Kambalda. ○ Point to note for IWD/feedback from board- the event was well planned and executed. To avoid the event from going over the time limit, we can look into extended the time for the event or starting early. Possibly, having the guest speaker queue in the middle instead of being the last one to speak might be another avenue we could improve upon for next year. ○ Our guest speaker, Rabia Siddique, was amazing, touched a lot of hearts and was inspiring. ○ Potential suggestion- Mud map for next year's event so that attendees can find tables with greater ease. ○ Possible extension of future seating/venue to be decided. If we are increasing capacity, considering outsourcing to an external event manager as staff is at capacity. 	Action: ALL Endorsed: 



	<ul style="list-style-type: none"> ○ Sponsorships for the event is a viable option to cover outsourcing fee. ○ IWD Kambalda- Overall, great event in Kambalda. A few improvements for next year around clearer instructions for venue/attendees. Staff and board contributed to both Kambalda and Kalgoorlie event in event planning, execution and management. Great work! ○ Possible avenue- involve health promotion for women's health related events etc as it chips into women's health awareness, promotions and community capacity building. <ul style="list-style-type: none"> ● Marketing has been outsourced due to staff capacities being reached while being understaffed. ● Staff resignations: <ul style="list-style-type: none"> ○ 2 Staff resignations have come in due to personal reasons. ○ We are currently recruiting 1 Customer Service Officer and 2 Part-time NDIS Support Coordinators. ○ The team is taking on extra responsibilities where they can to ensure GWHCC operations stay unaffected. ● Health Justice Partnership- GWHCC has been nominated for awards. Tickets have been forwarded to the lawyers as they put in the work. GWHCC's justice partnerships is unique as it is funded by the Department of Health and not Department of Justice, deeming it one of its kind in Australia earning GWHCC a place on the WACOSS panel. ● GNS update- waiting for new NDIS coordinators before taking new clients as currently at capacity with existing staff. ● Operational reports available in SharePoint for those wanting to review. 	<p>Endorsed:</p> 
8. Major Items of Correspondence	<ul style="list-style-type: none"> ● One of the counsellor's has expressed a written proposal to the CEO regarding starting her own business and a possible renting room at GWHCC in the evenings. She will be only looking at EAP program clients and assessments, with plans outlining her own safety etc- approved in principle pending a risk management plan. Noted as per the agenda. ● Question posed to the board around solutions in light of staff shortages- how can we reduce burnout in staff and ensure our operations stay unaffected 	

Commented [JS1]: Please add the name(s) of awards



	<p>while we recruit and/or expand our services given the skill shortage which is being noted in our region.</p> <ul style="list-style-type: none"> o Possible solutions proposed by board members: staying mindful of capacities of each staff member, giving time off where needed/asked and outsourcing key areas where possible. 	
9. Finance Report Treasurers report	<ul style="list-style-type: none"> • Treasurer has suggested moving banks as the current bank does not have a presence in Kalgoorlie which has made their service poor and our investments are better placed with a local branch. 	Action: RS, CEO
10. 40th Birthday Celebrations	<ul style="list-style-type: none"> • 5th September has been picked unanimously by the Board. • Event and fundraising committee to provide updates and discuss with board on offering/venue etc. 	Action: All Endorsed: 

Commented [JS2]: KM/GM can you please add the decision made for this- the AI wasn't clear on its translation on this.

OFFICIAL



11. Sub Committee update	<ul style="list-style-type: none">• Governance & Risk Management- No updates• Fundraising and Events- Meeting pending RS's return from vacation.• Marketing- No updates	
14. Any Other Business	Nil noted.	
15. Date of Next Meeting	Tuesday 29 April Due to Easter & CEO Leave	
16. Close	There being no further business the meeting closed at 6.54pm.	Endorsed: 