

**MINUTES**  
*of*  
**2008 GENERAL COMMITTEE MEETING OF THE LGSA**  
**11<sup>th</sup> July 2008**

held at the Vines Resort, Verdelho Drive, The Vines.

Members were met at 12pm by Lisa MacLiver, Resort Sales Manager, and taken on a tour of  
the facility for about 45 minutes

At 12.50pm the Meeting was held over lunch

**1.0 Attendance:**

Peter Murray (President.)  
Kevin Paust (Snr Vice President)  
Graham McClare (Jnr Vice President)  
Ric Normington (Treasurer)  
Maurice Lowe (Committee)  
Dave Holland (Committee)  
Darren West (Committee)  
Shirley Barnes (Reg. Secretary/Conference Coordinator)

**2.0 Apologies:**

Graham Rutter (Committee) – overseas

**3.0 Minutes:**

Minutes of 13/6/2008 were tabled.

Moved: Graham, seconded: Maurice, that the Minutes be accepted. **Passed.**

**4.0 Matters arising from Minutes:**

4.1 *Website –redesign.*

- The refurbished website is welcomed (*even another organization commented on its value while seeking more information as to the costs associated with it*).
- Regional Field Days - *doesn't appear to be any real interest at present*
- Conference update:
  - ✓ Meeting held with Function Coordinator *at the Resort by Maurice, Ric and Shirley to finalise meals etc*
  - ✓ Sponsorship – *see attached sheet*
  - ✓ Exhibitors – *all booths have been sold, only 2 bays left but three exhibitors requested carpark area and some small bays may be set up in the centre if required. Booth/bay numbers have been forwarded by email to the Exhibitors*
  - ✓ Program – *all ok*
  - ✓ Letters to CEOs – sent by email, as well as personal brochures
  - ✓ Printing/distribution of brochures – brochures sent on Thursday 19/6/08 to *lgas (x 2 or 3 dependent on whether there is a separate Parks Dept), presenters, sponsors and exhibitors*
  - ✓ Bags and files – *170 logo-ed blue bags and 60 plain black bags ordered plus 170 black and gold files with zip and calculator*
  - ✓ Golf Day – *well under control – still some spots left at present but 52 maximum – currently \$4,600 sponsorship promised*

**5.0 Administration Officer's Report:**

- Emails/phone calls to and from Committee
- emails/phone calls - Sanctuary re Conference
- Information has been disseminated to committee members and members as received/appropriate re conference and membership
- To/from Graphic Designer re website

- Updates have been provided on a regular basis to exhibitors and sponsors
- Written confirmation received from sponsors/exhibitors and phone discussions held re sponsorship, booth and bay allocation
- Service providers all confirmed/updated
- Responses to phone calls from members re membership/conference
- Attendance at General Meeting and collation Agenda for next meeting, including emails/phone calls to Functions Coordinator at the Vines Resort re 2009 Conference

Moved, Report be received: Kevin, seconded: Dave. **Passed**

### **6.0 Correspondence:**

No correspondence has been received.

### **7.0 Treasurer's Report:**

7.1 Bank balance: \$59,763.67

7.2 Conference turnover: currently \$64640.00

All deposits for Conference paid

7.3 Membership: *Accepted were the following applicants –*

*Daniella Lillie – Dardanup*

*Anthony Kett – Williams*

*John Pow - - Bunbury*

*Graeme Morton – Bunbury*

*Colin Thompson – Bunbury*

7.4 Admin. Officer's Invoices presented for payment: June = \$875.00

July = \$857.50

Moved that financial report be received, accounts passed for payment: Darren, seconded: Kevin. **Passed**

### **8.0 General Business:**

8.1 Assistance at Conference – *most Committee Members available*

8.2 Invitations to MWOA and State Presidents and Ian Street – *Sec. to email invitations*

8.3 AGM - *Minutes to be organised by Sec/Election requirements by Treasurer*

8.4 Conference Session chairs were appointed as follows:

*Opening session – Peter*

*Session 1 – Ric*

*Session 2 – Maurice*

*Session 3 – Graham Mc*

*Session 4 – Peter*

*Session 5 – Peter AGM/Ric*

*Session 6 – Graham Mc*

*Close Conference - Peter/Mark*

8.5 2009 Conference venue: *Subject to costings to be provided in next few weeks, the Vines Resort will be the venue for 2009 Conference*

### **9.0 Next General Meeting**

**The AGM at the Conference, Friday, 15<sup>th</sup> August 2008**

**10.0 Meeting closed at 2.10pm**