

## **MINUTES**

***Committee Meeting of the LGSA, 12<sup>th</sup> June 2009, 11am,  
at the LGMA Boardroom, 17 Wickham St., East Perth***

### **1.0 Attendance List**

Peter Murray (President.)  
Ric Normington (Treasurer)  
Maurice Lowe (Committee)  
Graham Rutter (Committee)  
Bob Edwards (Committee)  
Shirley Barnes (Admin. Officer/Conference Coordinator)

### **2.0 Apologies**

Graham McClare, Dave Holland, Ken Markham, Darren West, Kevin Paust

### **3.0 Minutes of 27/3/2009**

The Minutes were circulated and also tabled.

Moved: Graham R, seconded: Bob they be accepted. ***Passed***

### **4.0 Matters arising from previous Minutes**

4.1 Regional Field Day: *nothing new at present, but will remain on Agenda*

4.2 2009 Conference: see Secretary's Report

4.3 2009 Golf Day update from Maurice – *everything OK, and information now on website - those who have been in touch re golf will be approached directly also*

### **5.0 Administration Officer's Report**

- Attendance at General Meeting
- Collation of Minutes of previous meeting and Agenda for June Meeting
- Emails/phone calls to and from Committee as required
- Information disseminated to committee members and members as received/appropriate
- Emails/phone calls to/from Graphic Designer: *Final details of whole program/logos etc now sent to Stylus Graphics before final proofreading, then printing of Conference brochure*
- Contact with Craig (The Vines Conference Liaison): *re area/plan for Conference bays*
- Updates on sponsorship/general conference information: *provided to exhibitors and sponsors, plus several requests for completed forms/logos etc. – now 33 booths and bays confirmed (possibly 34)*
- Scholarships: *Some further information requested from 2 Scholarship applicants and they were then advised their applications were successful – personal written congratulations sent to each one from the President*
- Information re confirmed presenters: *Bunbury Highway presenter now confirmed.*
- Steve Cole, CEO LGMA: *has agreed to launch the Conference, as no City of Swan member available*
- Emails with Dingo Promotions to confirm compendiums and bags

Moved: Admin. Officer's Report be received by: Maurice, seconded Graham R.

**Passed**

## **6.0 Correspondence**

No correspondence, apart from emails as stated.

## **7.0 Treasurer's Report**

7.1 Finances: no statement to hand, but finances fine

7.2 Conference 2009 update: *progressing well - \$38,040.00 turnover currently*

- \$8,190.00 expended

- \$14,649.00 income received

- \$23,431.00 still currently invoiced

*Two invoices outstanding from 2008 – one from Golf Day and one Exhibitor*

7.3 Airfares and Conference registration paid for September: *President and Treasurer will only attend Inter. Conference, not National Meeting*

7.3 Membership: *no applications for membership*

7.4 Corporate membership: *no applications*

## **8.0 General Business**

8.1 Accommodation: *two rooms will be booked for Scholarship Winners*

8.2 Nomination form for Committee requested: *Ric will update and forward to Sec.*

8.3 Scholarship Certificates: *will be drawn up for presentation at the Conference*

8.4 Meeting with the Vines Conference Coordinator: *Maurice, Ric and Shirley will make arrangements to meet with the Vines Conference Liaison and Perth AV for Conference details to be finalised*

**9.0 Meeting closed at: 11.55am**

**10.0 Next Committee Meeting: Friday, 10<sup>th</sup> July, 2009 at LGMA venue**