

MINUTES

*Committee Meeting of the LGSA, 19/3/2010, 11.05am,
at the LGMA Boardroom, 17 Wickham St., East Perth*

1.0 Attendance List

Bob Edwards (Committee, Acting Chairman)
Ric Normington (Treasurer) **Darren West** (Committee)
Ken Markham (Committee) **Graham Rutter** (Committee)
Keith Worsley (Committee)
Shirley Barnes (Admin. Officer/Conference Co-ordinator)

2.0 Apologies

Peter Murray, Kevin Paust, Arthur Cousins, Allen Hicks

3.0 Minutes of 19/3/2010

The Minutes were circulated and also tabled.

Moved that they be accepted: **Keith**, seconded: **Ric**. **Passed**

4.0 Matters arising from previous Minutes:

- Field Day Report: *nil to report*
- Report on combined meeting on March 12th at City of Belmont, for all associations pertinent to LG:
Bob reported that the meeting was constructive and main items appeared to be concerns re jobs (specifically library staff) and rangers, skill sets, environmental health

5.0 Conference 2010

☐ **Conference Coordinator's Report:**

- Possible presentations: *draft programme was discussed and a country Catchment Group to be approached re last time slot for presentations*
- Discussions held/emails exchanged with: *potential presenters – all agreed! Including assistance to be provided for technical tour*
- Groups which nominated presenters: *have been advised, where necessary, that they will not be part of the programme this year*
- Sponsors: *good result so far, 2 confirmed, several others in discussion*
Gold Sponsor: Westrac
Joint Platinum Sponsors: LGSP and ME
- Exhibitors: *at least 15 - 20 have nominated that they will attend, currently 5 have confirmed*
- Emails to and from Stylus Design: *updating website including Minutes of last meeting, Sponsors'/exhibitors' advertising website sheet begun*
- Conference After Dinner Speaker: *booked and deposit sent*
- Discussions held/emails exchanged with *various potential exhibitors, including some new/many returning*
- Some exhibitors' confirmations: *received and applicants advised all ok*
- Discussions undertaken with Tour Bus operators: *re Technical Tour and Pre Conference Tour*
- Discussions held with Advans *re signage - their assistance now confirmed*
- Emails/phone calls with the Vines re 2010 Conference: *inc. with Conference Liaison/new Sales Manager/AV staff*

Moved Coordinator's Report be received: **Graham**, Seconded: **Ken**

☐ **Golf Day Coordinator's Report:**

- **Major Sponsor: Westrac**
- Others being approached at present
- Costs for players (non delegates/non sponsors) to be raised, as The Vines have raised their fees

Moved Coordinator's Report be received: **Ric**, seconded: **Graham**

6.0 Administration Officer's Report:

- All Conference issues undertaken/discussed/confirmed, as shown above
- Attendance at February General Meeting
- Collation of Minutes of previous meeting and Agenda for March Meeting
- Emails/phone calls to and from Committee members as required
- Emails with Pt Hedland *re job vacancies and notification sent to all lgas*
- Emailed messages to lgas as appropriate/calls and emails dealt with from these and other phone calls/emails seeking assistance re MWOA
- Report re Conference sent for Access magazine
- Databases continually updated

Moved: Admin. Officer's Report be received: **Graham**, seconded: **Ken**

7.0 Correspondence:

Nil correspondence by regular mail

8.0 Treasurer's Report:

8.1 Bank balance 26th Feb. 2010: \$55,393.22:

Audit still to be organised but Auditor now found locally

8.2 Conference update 2009: \$6,709.00 still owing from exhibitor/golf day

8.3 Conference update 2010: *Expenditure = \$8,487.50*
Income/owing = \$9,620.00

8.4 Membership: *Full Member = 86 on the books, Financial members = 63*
Corporate Members = 25 on books, Financial = 23

Moved that the Report be received: **Graham**, seconded: **Ken**

9.0 General Business:

9.1 Conference brochure colours 2010: *agreed re blue*

9.2 Delegate form: *to be updated and sent to website*

9.3 Band during Dinner: *Committee agreed that the Jazz Band should be approached to participate again*

9.4 Conference 2011 site: *agreed on return to Bunbury/Eaton with Ric to check Eaton Community Centre suitability for exhibition/presentations/catering before any contact made with the Sanctuary Resort re dinner/accommodation etc*

10.0 Next Committee Meeting: Friday, 7th May, 2010 at LGMA venue

11.0 Meeting closed at: 12.20pm