

*MINUTES*  
*of*  
**GENERAL COMMITTEE MEETING OF THE LGSA**  
**20<sup>th</sup> February 2009**  
**held at the Royal Bar and Brasserie**  
**60 Royal Street, East Perth**  
**12pm – Lunch and Meeting**

**(Meeting was not Conference Committee Meeting as previously agreed, so members could meet with Special Guest and further discussion was required re Field Day.)**

**1.0 Attendance:**

Peter Murray (President.)  
Kevin Paust (Snr Vice President)  
Ric Normington (Treasurer)  
Darren West (Committee)  
Bob Edwards (Committee)  
Graham Rutter (Committee)  
Ken Markham (Committee)  
Shirley Barnes (Reg. Secretary/Admin. Officer)  
*Steve Cole (guest)*

**2.0 Apologies:**

Graham McClare, Maurice Lowe, Dave Holland

**3.0 Minutes:**

Minutes of 5/12/2008 were circulated and also tabled.  
*Moved: Graham R., seconded: Darren, that the Minutes be accepted. **Passed.***

**4.0 Matters arising from previous Minutes**

**4.1 Regional Field Day:**

- *Regional Committee Meeting will now be held on Fri. 6<sup>th</sup> March at Wyalkatchem between Peter, Darren and Bob White (Wongan Hills)*
- *Field Day at Wongan Hills has been rescheduled for April/May, mainly due to weather.*

**4.2 Conference 2009: was deferred until Admin. Officer's Report**

**5.0 Administration Officer's Report**

- Attendance at General Meeting
- Emails/phone calls to and from Committee
- Information disseminated to committee members and members as received/appropriate re news and 2009 conference
- Emails/phone calls to/from Graphic Designer re website/conference issues
- Collating/printing information re new scholarships and letter to CEOs
- Information circulated to all LGA CEOs re scholarship
- Scholarship information circulated to all LGAs/*instant replies from 2 seeking further information*
- Collation of Minutes of previous meeting and Agenda for this meeting
- Updates provided to exhibitors and sponsors re 2009 Conference

- Responses to members and others re membership/qualifications/relevant information held for other groups (i.e. NSW Prof. Women's Assoc.)
- Regional report collated and sent to MWOA for inclusion in ACCESS
- Information provided to LG Assoc. for new edition of booklet
- Brief report to PLA re 2008 Conference
- Advised The Vines staff that the LGSA *accepted its quote as a venue for the 2009 Conference/subsequent emails re deposit/set up for Maurice meeting with assigned liaison for Golf Day/advice of appointed Event Coordinator/emails to and from that Coordinator.*
- Contacted Totally Sound in Bunbury re change of venue with thanks for assistance over last 2 years
- Contacted Advans and Dingo Promotions re 2009 Conference – *all OK*
- Contacted Perth AV re potentially working together again – *all OK*
- Email sent to Functions Coordinator at Ascot Racecourse advising that 2009 Conference will not be held there/*thank you reply for notification and availability to assist at any future time if required*
- Meeting with Manager of WARP Group re potential for being involved in LGSA and 2009 Conference.
- Successful meeting with Steve Cole, CEO LGMA *re potentially working together on several projects/finding 2 LGA CEOs for 2009 conference presentation/encouraging LGA CEOs to permit staff attendance at Annual Conferences/his attendance at next General Meeting*
- Visit of inspection to Esplanade Hotel in Fremantle at invitation of Banquet Sales re possible 2010 Conference venue. *Quotation subsequently provided/has possibilities but unable to have booths/bays in one site or onsite/Golf Day would be at Fremantle Golf Course*
- *Meeting set up for Dec 9<sup>th</sup> at The Vines between myself, Ed (Advans), Craig (The Vines Conference Liaison), Rodrigo (Perth AV) re 2009 Conference*

The above Report had been circulated, but additional information re potential presentations was tabled/discussed i.e.:

- Westrac has signed up as Gold Sponsor again this year
- Another sponsor has notified possibility of a potential major sponsorship
- 2 exhibitors have booked booths and 1 has booked 2 bays, plus golf interest
- Positive responses for potential conference presentations/tours have been received from:
  - City of Swan Operations Manager re:
    - extension of Hepburn Ave (6 months project already, 5 months to go - largest road construction by lga)
    - Water Playground in WA at Ellenbrook - multi million project due to open in April/May
  - Main Roads speaker contacted to provide a presentation re new Bunbury Highway
  - Adrian Lester from Recycling Group (Chairman of C&D Working Group, sub group of Waste Management Assoc.) - happy to make presentation and/or to host tour to recycling facility in Hazelmere.
  - Contacted international/national/corporate/small group speaker/motivator, Glenn Capelli from True Learning Centre, who is available and willing to speak

- Other possibilities are:
  - Staff member from City of Fremantle parks area – topic to be confirmed
  - LGA CEOs/WALGA members to be part of a panel for short presentations, followed by questions from the delegates, re potential amalgamations and what they will mean to staff
  - Hopefully, we will have two Scholarship Winners to make short presentations re their project/s.
  - Maybe Mornington Peninsula staff member for presentation re outsourcing

Moved: *Admin. Officer's Report* be received: Kevin, seconded: Bob. **Passed**

## **6.0 Correspondence (email)**

*No correspondence*

## **7.0 Treasurer's Report**

7.1 Finances: Balance at 30<sup>th</sup> Jan 2009 = \$56,915.38

7.2 Conference update: 2008

- Still owed to LGSA: \$100.00 re Golf Day
- Conference 2009: Deposit paid to the Novotel Swan Valley Vines Resort
- Required - 74 paying delegates and approx. 30 exhibitors – leaving a small profit of \$475.00. Major sponsorship required for Golf Day. Overall, Sponsors will, of course, improve scenario.

7.3 Membership: Corporate Members 28 – 20 financial  
Full membership: 80 – 47 financial

One new member applicant: Joseph Hodges from Gingin.  
**Membership was approved.**

7.4 Corporate membership discount: *Nothing to date re this issue as Conference budget was a priority*

Moved *Treasurer's Report* be received: Kevin, seconded: Bob. **Passed**

## **8.0 General Business:**

- 8.1 2009 Brochure colours were discussed. Agreed that background should be black, text and photos surround in gold.
- 8.2 Agreed that compendiums with calculators plus hessian bags (2 colours – 1 for Golf players) should be supplied again at Conference
- 8.3 Steve Cole offered the LGMA Boardroom for next meeting. It was agreed that meeting should be held there at 11am. Steve was thanked for his offer.

**9.0 Meeting closed at:** 12.50pm, followed by lunch

**10.0 Next Meeting will be held on Friday, 27<sup>th</sup> March 2009** at 11am until 12 noon, at 17 Wickham St., followed by lunch at the Royal Hotel.