

**MINUTES**  
*of*  
**GENERAL COMMITTEE MEETING OF THE LGSA**  
held 29<sup>th</sup> April, 2011 at 10.57am  
in the LGMA Boardroom, 17 Wickham St., East Perth

**1.0 Attendance:**

Peter Murray (President)	Ric Normington (Treasurer)
Keith Worsley (Golf Day Co-ord.)	Steve Geerdink (Committee)
Arthur Cousins (Committee)	Graham Rutter (Committee)
Shirley Barnes (Admin.Officer/Conference Convenor)	

**2.0 Apologies:** Allen Hicks, Darren West

**3.0 Minutes of 18/3/2011:**

The Minutes were circulated and are now tabled.

Moved for acceptance by: **Graham**, seconded by: **Keith**. ***Passed***

**4.0 Matters arising from previous Minutes:**

Conference organization: *discussed later in Conference report*

**5.0 Administration Officer's General Report:**

- Attendance at last General Meeting
- Collation of Minutes of last meeting, Agenda for March Meeting
- Continuing info sent to Stylus Graphics to update the website, including Annual Golf Day, accommodation, Sponsors/Exhibitors, Delegates Form
- Databases continually updated
- Conference work, as shown below

**6.0 Conference Reports:**

**6.1 Keith's Annual Golf Day Report:**

- *Golf information now circulating and on website/60 – 80 slots available/Shotgun start at approx. 10.30am*
- *Some enquiries already – Conf. Coordinator to provide list of player slots already promised as part of the respective Sponsor packages*

**6.2 Conference Coordinator's Report:**

- *All sponsorship/exhibitor information was circulated and confirmations of booths and bays are being received*
- *General upgrades/additional grade for sponsorship finalised and circulated*
  - *Westrac definitely to be Diamond Sponsor and also donating a bar fridge as a prize for delegates only*
  - *WA Local Govt. Super/ME Bank to be Platinum Sponsors again, as well as Bailey's Fertiliser*
  - *Skipper Trucks to be Luncheon Sponsor on first day again*
  - *Jason Signs to be Morning Tea Sponsor, 1<sup>st</sup> day again*
  - *Scholarship information has been revised, circulated to lgas and on website – no response as yet, so please encourage staff to apply.*
- *Further discussions held with Corporate Challenge liaison and Committee re 'bikes for tykes' – now locked in to replace Technical Tour. It was agreed that sponsors be offered the opportunity to host a team of 8 (mix delegates and exhibitors for \$80.00 for extra funds for the charity/ies concerned and also to provide caps for further promotion. (Jason Signs and Ditchwitch have*

volunteered to host a team each, so far.) There is a need to verify size of area required, so Corp. Challenge will liaise with Ric for inspection of site.

*Note: MJB offered a trip to their venue for the Technical Tour but have no problem deferring that until next year when it is expected that the Conference could also visit the Desalination Plant, which is not possible this year.*

- Conference topics as suggested have been/are being followed up, with good results so far: most spots now taken, see attached sheet for discussion
- Messages sent to potential sponsors and exhibitors – numerous queries answered by email and phone
- Conference ‘gifts’ - As it was decided to have a different item this year, Graham has followed up potential items on websites and has selected a silver desk clock as suitable. All agreed that it was worthwhile and the logo, 14th Conference date and venue plus 20<sup>th</sup> Anniversary (of the LGSA) engraved on each. The Coordinator will liaise with a supplier.
- On reviewing info re potential After Dinner Speaker and comic activity, it was agreed that Glenn Mitchell and Alex Manfrin be engaged respectively.

Moved: Reports, as above, be received: **Arthur**, seconded: **Keith**. Passed

## 7.0 Correspondence:

*No correspondence, other than emails as discussed.*

## 8.0 Treasurer’s Report:

8.1 Bank balance: as at 28<sup>th</sup> Feb 2011 = \$60,862.82

Income to 31<sup>st</sup> March 2011 \$0.00

Expenditure to 31<sup>st</sup> March 2011 \$1,444.00

Bank Balance as at 31<sup>st</sup> March 2011 = \$59,481.82

8.2 Conference 2010: Playright Australia have paid \$924, so all money has been received for the 2010 Conference.

Conference 2011: Expenditure to date \$7,825.50

Sponsorship invoiced to date \$25,987.00

Conference Sponsorship profit share to be sent to NWOA now that all moneys received for conferences as below, have been finalised:

2008 = \$1,879.30

2009 = \$800.90

2010 = \$1,489.61

Total = \$4169.81

8.3 Membership: Full Members = 77 on the books, Financial Members = 23

8.4 Corporate membership: 26 on books, Financial = 23

8.5 Admin. Officer’s Invoice: \$1,100 passed for payment.

Fax line now set up and working – Admin. Officer still trying to get separate statement for it

Moved that the Treasurer’s Report be received: **Arthur**, seconded:

**Graham**. Passed

Passed

## 9.0 General Business:

9.1 Life Memberships: Keith tabled the idea that 2 more Life Memberships

*be considered (Maurice Lowe and Ric Normington) for services to the organisation over a number of years. After discussion, it was agreed that this should be taken to the AGM for ratification.*

Moved: **Keith**, seconded: **Steve**. **Passed**

- 9.2 Free diaries on offer: Linkmedia *supplies free diaries to other LG groups and it was suggested by some of those groups that the LGSA would perhaps be interested. It works through a certain amount of advertisers who are relevant to the LGSA, being approached by the media group for potential advertising within the booklet, so no charge is required from LGSA members. The diaries would not be available until October, and could not be handed out at the Conference. After discussion, it was agreed that the Admin. Officer should liaise with Linkmedia to obtain the diaries.*

Moved: **Keith**, seconded: **Steve** **Passed**

- 9.3. Mystery Tour: *Waiting for quotes on 24 seater bus/driver for tour around several wineries etc. Afternoon tea will be available at own cost to participants.*
- 9.4 National Conference: *Peter advised that two places were available for delegates to attend the National Conference. This matter was deferred until next meeting.*

**10.0 Next Committee Meeting:**  
***11am 10<sup>th</sup> June, 2011 at venue TBA***

**11.0 Meeting closed: 12.20pm**