

## **MINUTES**

**Committee Meeting of the LGSA, 2/12/2011, 10.56 am,  
held at the LGMA Boardroom, 168 Guildford Road, Maylands, WA**

### **1.0 Attendance:**

Peter Murray (President)	Ken Markham (Vice President)
Ric Normington (Treasurer)	Bob Edwards (Committee)
Darren West (Committee)	Arthur Cousins Committee)
Keith Worsley (Committee)	Shirley Barnes (Admin. Officer/Conference Co-ordinator)

### **2.0 Apologies:**

Graham Rutter, Allen Hicks, Steve Geerdink

### **3.0 Minutes of 30/9/2011**

The previous Minutes had been circulated and were also tabled.

Moved that they be accepted: **Darren**, seconded: **Bob**. **Passed**

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

- 4.1 President's Report of Tasmanian Trip: *Debrief first day of Conference/5pm-6pm drinks with exhibitors, second day – technical tours, overall hospitality great*
- 4.2 Further discussion re strategies for better Conference attendance: *More effort required in regions/100 members currently but patchy attendance at Conference/each Committee Member should be able to urge 2 contacts to attend as delegates/ short presentations re new products, way of doing things etc (not advertising for firms) for programme – presenters to pay fee/potential Tech. Tour to Desalination Plant with side trip to MJB Pipes, as previously invited , on Thurs. afternoon*
- 4.3 Other items discussed in Admin. Officer's report

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

- Attendance at last General Meeting, collation of Minutes of last General Meeting/Agenda for December meeting
- Messages sent to Committee Members, lgas, discussion and info. sent to potential new exhibitor, CME, exhibitors, as applicable for the circulation of relevant info/Stand booked at CME - options made available for other involvement by CME Coordinator : *Agreed that booth be confirmed/option for training purposes etc. not applicable /Committee Members to staff on roster/each person to pay for a Tee Shirt showing LGSA affiliation - also used for LGSA Conference*
- Free Diaries: *2012 diaries now delivered/delivery costs a problem and agreed that they were fine/ 2013 free diaries tentatively booked and to be confirmed but enquire re other delivery methods*
- Databases continually updated/all info from Conference and Exhibition has now been added to website, including photo galleries /Honour Board, Minutes and other general info updated/ 2012 Conference dates added
- Sanctuary Resort booked for 2012 Conference and Exhibition, also Golf Day
- Christmas Lunch booked

Moved: Report from Admin. Officer be received: **Arthur**, seconded: **Bob**. **Passed**

### **6.0 Correspondence:**

*No correspondence other than emails received.*

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

7.1 Bank balance: *as at 30<sup>th</sup> September = \$45,653.02*

- *Income to 31<sup>st</sup> October = \$3,499.00*
- *Expenditure to 31<sup>st</sup> October = \$847.00*
- *Bank Balance as at 31<sup>st</sup> October = \$48,305.02*

7.2 Conference 2011 update:

- *Expenditure to Date = \$121,672.94*

- *Income to date = \$111,879.00*
- *Still owing = \$10,300*

7.3 Corporate membership: *26 on books, Financial 23*

7.4 Full Members: *100 on Books, 86 Financial*

7.5 Audit of Financial Statements for 2010 / 2011 – books still with Auditor (Ian D Pedler)

7.6 Admin. Officer's Invoice to 1<sup>st</sup> December 2011: Total 24 hours x \$50.00 p.h. = \$1,200.00  
Phone/Fax: = \$670.00

Moved that the Treasurer's Report be received: ***Keith***, seconded: ***Ken***. ***Passed***

#### **8.0 General Business:**

8.1 Request from an exhibitor re usage of LGSA logo on promotional materials: *After discussion, it was agreed this should not occur, but they would be welcome to use a link from LGSA.*

8.2 Calendar for 2012 meetings: *draft to be sent with Minutes of this meeting*

9.0 Meeting closed: *12.25pm, followed by Christmas Lunch*

**10.0 Next Committee Meeting: *11am, Friday February 17<sup>th</sup> 2012***  
***Venue: TBA***