

MINUTES
of
GENERAL COMMITTEE MEETING OF THE LGSA
5th December 2008
held at the Royal Bar and Brasserie
60 Royal Street, East Perth
12pm – Christmas Lunch and Meeting

1.0 Attendance:

Peter Murray (President.)
Graham McClare (Jnr Vice President)
Ric Normington (Treasurer)
Darren West (Committee)
Bob Edwards (Committee)
Graham Rutter (Committee)
Maurice Lowe (Committee)
Shirley Barnes (Reg. Secretary/Admin. Officer)

2.0 Apologies:

Ken Markham, Kevin Paust , Dave Holland, Steve Cole (potential guest)

3.0 Minutes:

Minutes of 26/11/2008 were circulated and also tabled.

Moved: Graham Mc, seconded: Graham R, that the Minutes be accepted. Passed.

4.0 Matters arising from previous Minutes

4.1 Regional Field Day: *Field Day is scheduled for 20th March at Wongan Hills. Bob White, Darren and Peter will organise*

4.2 2009 Conference: *see Secretary'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 9th at The Vines between myself, Ed (Advans), Craig (The Vines Conference Liaison), Rodrigo (Perth AV) re 2009 Conference

Moved: *Admin. Officer's Report be received by Maurice, seconded Darren* **Passed**

6.0 Correspondence (email)

Moved that correspondence be accepted by Maurice, seconded Darren. **Passed**

7.0 Treasurer's Report

7.1 Finances: Balance at 31st October = \$56,127.88

7.2 Conference update: 2008

- Conference turnover - \$98,305.00
- Profit after all payments - \$14,453.00
- \$2,833.94 PLA/\$1,605.80 NOW
- Still owed to LGSA: \$6,409.00

Conference update 2009 - *Recommended that the fees for both Sponsors and Delegates be increased by 10% in 2009*

7.3 Membership: Corporate Members 28 – 19 paid up
Full membership: 80 – 47 paid

7.4 Corporate membership discount? *Nothing to date re this issue*

7.5 Administration Officer: *Raise recommended, as duties currently undertaken are wider than originally agreed*

Moved by Graham R, seconded by Maurice, that Treasurers' report be received and recommendations approved. **Motion was passed unanimously**

8.0 General Business:

- Possible Conference projects: It was suggested a Recycling firm that operates in the Midland area be considered for a Tour during the 2009 Conference, and that Main Roads be approached for a presentation re the Perth – Bunbury Highway. *It was agreed that the Conference Committee of Maurice, Graham R and Shirley follow these up.*
- No MOU with PLA for 2009 Conference, as so few of its members attend the Conference: *It was agreed that PLA should be advised of this.*

9.0 First Conference Committee Meeting to be held on Friday, February 20th 2009 at the same venue (Royal Hotel) First General Committee Meeting to be held on Friday, 27th March, same Venue, Royal Hotel.

10.0 Meeting closed at: 12.50pm, followed by lunch