

MINUTES
of
GENERAL COMMITTEE MEETING OF THE LGSA
7th May 2010, 11.04am
held at the LGMA Boardroom, 17 Wickham St., East Perth

1.0 Attendance:

Kevin Paust (President)	Ric Normington (Treasurer)
Bob Edwards (Committee)	Darren West (Committee)
Ken Markham (Committee)	Keith Worsley (Committee)
Arthur Cousins (Committee)	Graham Rutter (Committee) arrived 11.55pm
Shirley Barnes (Admin.Officer/Conference Convenor)	

2.0 Apologies: Peter Murray, Allen Hicks

3.0 Minutes of 19/3/2010:

The Minutes were circulated and are now tabled.

(It was noted that an error was made in the last Minutes, as the date of the previous meeting was incorrectly stated)

Moved for acceptance by: **Ken**, seconded by: **Keith Passed**

4.0 Matters arising from previous Minutes:

- Field Day Report: *nothing to report at this stage*

5.0 Conference 2010 Report:

5.1 Golf Day Coordinator's Report:

- *Golf Day info now on website*
- *The level of sponsorship already confirmed was excellent*
- *Only a few delegates had so far registered but with info now available on website, it was expected that this would increase rapidly*
- *Could extra time slots be made available if required? Agreed*
- *Sponsors' invoices to be forwarded as they confirm to Treasurer, as all payments must be made prior to play*
- *Info re sponsorships already taken to be supplied to Coordinator for next message to sponsors/exhibitors*

5.2 Coordinator's Report

- All presentations now confirmed, except Avon Valley group (now:Wheatbelt NRM) *which is very interested in being involved*
 - ✓ *Discussions held/emails exchanged with Mark Pridham re Water for Wagin*
 - ✓ *City of Swan for tour assistance to view new Ellenbrook Bowling Club facilities during Technical Tour.*
 - ✓ *TAFE has also been in contact re short presentation on Diploma of Operational Works which has approx. 7/8 people graduating shortly*
- Current confirmed Sponsors:
 - Gold Sponsor: **Westrac**
 - Joint Platinum Sponsors: **LGSP/ME and Kennard Hire**
 - Lunch Day 1: **Skippers Trucks**
 - Morning Tea Day 1: **Jason Signmakers**
- Confirmed Exhibitors: *14 booths (26 available total), 10 bays (24 total)*
- *Discussions held/emails exchanged with various potential exhibitors, including some new/many returning/some complex issues!*
- *Confirmations received:sponsors/exhibitors advised ok*
- *Emails to and from Stylus Design: re continual updating of website for Conference, inc. Delegate form, Sponsors'/Exhibitors' sheet, Golf info*

- *Peppermint Jazz booked for Dinner again*
- Further discussions undertaken with Tour Bus operators re Pre Conference Tour:
*Proposed itinerary discussed **and all agreed OK***
- Emails with the Vines staff re 2010 Conference – *meeting to be arranged during May*

6.0 Administration Officer's Report:

- *All Conference issues, as shown above*
- Emailed correspondence to exhibitors and lgas tabled
- Attendance at last General Meeting
- Collation of Minutes of previous meeting and Agenda for May Meeting
- Emails/phone calls to and from Committee members as required
- Databases continually updated
- Sanctuary Resort, Bunbury contacted and initial discussions held re 2011 Conference

Moved: Golf Coordinator's and Admin. Officer's Reports be received: **Darren**,
Seconded: **Bob**. **Passed**

7.0 Correspondence:

No hard copy correspondence received

8.0 Treasurer's Report:

8.1 Bank Balance: *as at 31st March 2010 - \$58,590.72*

8.2 Conference 2009 Update: *\$5,359.00 still owing and invoices will be sent again*

*It was proposed that in future, no Golf Sponsor will be acknowledged or their players permitted on the course, if invoices have not been paid before the Golf Day. **Agreed***

8.3 Conference 2010 update:

Present turnover \$23,682 Received \$3,500 Expenditure \$8,487.50

8.4 Membership: *Full Members 86 on Books, Financial 63*

8.5 Corporate Membership: *25 on Books, 23 financial*

8.6 Treasurer moved a motion that the signatories be updated on the Local Government

Supervisors Bankwest Account:

The existing Signatories are as below;

1. *Ian Street (President) resigned position in 2004 AGM.*
2. *Graham Withers (Secretary) resigned position 2007 AGM*
3. *Richard Normington (Treasurer) Still holding position.*

BANKWEST

Branch (Spearwood)

BSB # 306-806

Account # 4175140

Account Name Local Government Supervisors Association of WA

New signatories to be updated as below;

1. *Kevin Paust (President) Accepted position in 2009 AGM.*
2. *Richard Normington (Treasurer) Returned to position in 2009 AGM*

Moved by **Treasurer - Richard Normington** that: *The Signatories of the Local Government Supervisors Association of WA, Bankwest Account be updated, with only one required to sign cheques at any time*

Seconded; **Ken Markham** **Passed**

- 8.7 Administration Officer's invoice received: *30.5 hours = \$1,525.00*
Plus recoup for External Hard Drive: \$ 114.50
Moved the invoice be received: **Darren**, seconded: **Graham Passed**

9.0 General Business:

- 9.1 Honour Board on website: *needs alteration re G.Withers' term - it was until 2007 not 2006, according to official meeting record*
- 9.2 Election info for AGM: *was read out and will be posted on the website shortly/5 positions will be declared vacant*
- 9.3 20 years since LGSA WA was founded: *coincides with the Conference to be held in Bunbury in 2011. It was agreed that all original members should be located if possible, and invited, with their partners, to that Conference Dinner*
- 9.4 Life Member: *Invitation to be sent to Gary Mason and wife, for the 2010 Conference at the Vines, so that Gary's service on the Committee, from 1995 until his retirement, may be honoured*
- 9.5 Conference Presenters' Gifts: *Ric will buy wine and Keith/Maurice will have glasses appropriately etched. **Agreed***
- 9.6 Scholarships: *all present were requested to encourage relevant applicants for scholarships and further messages will be sent out*

10.0 Next Committee Meeting: Friday, 11th June, 2010 at LGMA venue

11.0 Meeting closed: 12.25pm