

**MINUTES**  
*of*  
**GENERAL COMMITTEE MEETING OF THE LGSA**  
*held 8<sup>th</sup> July, 2011 in the Jason Signmakers Boardroom,*  
*1 McDowell Street, Welshpool, beginning at 10.55qam*

**1.0 Attendance:**

Peter Murray (President)	Ken Markham (Deputy President)
Ric Normington (Treasurer)	Arthur Cousins (Committee)
Steve Geerdink (Committee)	Allen Hicks (Committee)
Bob Edwards (Committee)	Keith Worsley (Golf Day Coordinator)
Allen Hicks (Committee)	
Shirley Barnes (Admin.Officer/Conference Convenor)	

Royce Sallur, from Westrac, was welcomed to the Meeting by the President..

**2.0 Apologies:** Graham Rutter, Darren West

**3.0 Minutes of 10/6/11:**

The Minutes were circulated and are now tabled.

Moved for acceptance by: Ken, seconded by: Allen. Passed

**4.0 Matters arising from previous Minutes:**

- No Committee response to upcoming interstate attendance: It was then moved by Arthur, seconded by Ric, that Arthur would attend with Peter. Passed
- Conference organization ó *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 July Meeting
- ACCESS Report written and sent
- Form from Ric for potential Committee Members, forwarded to website
- Phone calls answered ó including those seeking help from some-one re lga issues not pertinent to this organisation
- Databases continually updated
- Conference work, as shown below

**6.0 Conference Reports:**

➔ **Golf Co-ordinator's Annual Golf Day Report**

Keith advised that currently there were 56 ó 58 golf slots available but only about 10 delegates had indicated they were playing. *He requested that an email be forwarded encouraging potential delegates to participate, as the exhibitors hoped to have at least one delegate in each group, but also to advise that they needed to wear appropriate clothing i.e. no boots. No prizes had been offered at present but some cash sponsorship was on offer and all should be OK financially*

➔ **Conference Coordinator's Report**

- Sponsorship/exhibitor information circulated again - *numerous telephone and email queries as usual/confirmation now of all booths and bays inc. several new exhibitors and sponsors (currently 31 booths sold from 31 made available, after discussion with Advans, +19 bays)*
- Continuing info sent to Stylus Graphics *to update the website, including Annual Golf Day/golf updates, Sponsors/Exhibitors/program. Stylus now making up promotional slides for Conference sessions*

- Corporate Challenge re 'Bikes for Tykes' – Initially no interest shown by exhibitors when message sent requesting numbers for dinner etc/quick message of further explanation has resulted in some interest! Discussion was held re how the bikes would be presented to appropriate groups, as the recipients probably would not like to be identified. It was agreed that a representative from each group be invited to the Conference Dinner for a presentation.
- Brochure printed and distributed this week
- Conference gifts: Clocks have been ordered from Dingo Promotions, with appropriate engraving, plus black bags for satchels
- Sanctuary Resort kept in loop
- Large marquee hire now finalised
- Wednesday's Mystery Bus Tour almost finalised
- Dinner entertainment – no change
- Message x 2 sent to Igas re Conference and website. It was agreed that another message should be sent advising of the Bar Fridge prize donated by Westrac for delegates only, with a name 'drawn from a hat' to be the winner
- Free diaries a list of Conference exhibitors sent to LinkMedia/message received that 6 relevant organisations in WA are confirmed advertisers for the

diaries

Moved all Reports as above be received: Allen, seconded: Bob. Passed

#### 7.0 Correspondence:

No correspondence apart from emails, as shown above.

#### 8.0 Treasurer's Report:

- Bank balance: Bank balance: As at 31<sup>st</sup> March 2011 = \$59,418.82  
Income to 31<sup>st</sup> May 2011 = \$15,064.00  
Expenditure to 31<sup>st</sup> May 2011 = \$5,643.04  
Bank Balance as at 31<sup>st</sup> May 2011 = \$68,839.78
- Conference 2011: Expenditure to Date \$30,782.83 Conference turn-over \$86,558.00
- Membership: Full Members = 77 on the books, with 23 financial  
New potential Members: Steve Davies - City of Bunbury, Gary Donovan – City of Bunbury, Shane Faber - Shire of Capel, Steve Hardy - Shire of Capel  
It was agreed that they be accepted as full members.  
Moved: Bob, Seconded: Arthur. Passed
- Corporate membership: 26 on books, Financial 23
- Admin. Officer's Invoice: 49.5 hours = \$2,275 hours plus \$189.00 phone/fax  
Moved that the Treasurer's Report be received: Keith, seconded: Ken. Passed

#### 9.0 General Business:

- National Body amalgamation information provided by MWOA office. All information had been circulated to Committee Members and was now opened for discussion. After review, and consideration of the distances involved, plus the percentage of Annual Conference profits currently paid to the MWOA, it was agreed that:
  - ✓ the LGSA of WA wished to retain its independent office and operation, including its own website, membership form/enrolment, training opportunities, scheduling of regional events and Conference Planning/Co-ordination;
  - ✓ the LGSA of WA still wish to retain National Affiliation and support with 20% Conference Profit up to \$2,000;
  - ✓ there is a query re any costs involved to each state in regard to the Folders, and

*inserts and administration the National committee want to standardise;*  
✓ *it is suggested that all information can be placed on the National Web Site with Links to each State body Web Sites.*

*Moved: Arthur, seconded: Bob. Passed unanimously*

- Ric has written to early members of LGSA re 20<sup>th</sup> Anniversary and contact has been made with 7 Foundation committee Members: *Ian Street, Dennis Hewett, Alf Denman, Les Hunt, Sam Franco, Stuart Baird, and John Braid. John Braid sends his apologies, he will not be able to make the anniversary meeting due to distance and work commitments. The rest are very eager to attend the Conference Dinner and catch up with everybody, so invitations will be forwarded, including again to Garry Mason (Life Member, unable to attend last year).*
- *Wine glasses will be etched as usual, with the addition of the '20<sup>th</sup> anniversary'*
- *Keith, Arthur and Allen have volunteered to be photographers for the event.*
- *WALGMA has offered their Boardroom in their new premises for future meetings, as has Jason Signwriters and Westrac. They were thanked for their offers and Keith was also thanked for the use of the Boardroom today and lunch to come.*

**10.0 Next Meeting:**

***AGM on Thursday, 11<sup>th</sup> August at Conference***

**11.0 Meeting closed: 12.30pm,** followed by lunch and a tour of the new premises.