

MINUTES

*Committee Meeting of the LGSA, 9/7/2010, 11.09am,
at the LGMA Boardroom, 17 Wickham St., East Perth*

1.0 Attendance List

Peter Murray (Acting President) **Bob Edwards** (Committee)
Ric Normington (Treasurer) **Darren West** (Committee)
Keith Worsley (Committee) **Shirley Barnes** (Admin. Officer/Conference Co-ordinator)

2.0 Apologies

Graham Rutter, Allen Hicks, Arthur Cousins, Ken Markham

3.0 Minutes of 11/6/2010

- 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:

- Field Day Report: *nil to report*
- Conference update in separate item

5.0 Conference 2010

5.1 Golf Day Co-ordinator's Report:

- Sponsorship is progressing reasonably at this stage but more being sought
- Approximately. 40 places taken so far, including delegates
- Question was raised whether partners could attend the Golf Dinner if there were spaces available, as well as Committee Members. **Agreed**
- Also, Golf information to be included in next general message to both Exhibitors and lgas/members

5.2 Conference Coordinator's Report:

- Presentations: *all presentations and biographies now confirmed but with some alteration as to original presenter/presentation titles*
- Confirmed Sponsors:
Gold Sponsor: *Westrac*
Joint Platinum Sponsors: *LGSP and ME plus Kennard Hire*
Morning Tea Day 1 – *Jason Signmakers*
Lunch Day 1 – *Skippers Trucks*
Exhibitors: *27 booths confirmed (all that are available after Advans added one more at my request)*
19 bays confirmed
- Continuing discussions held/emails exchanged *with various potential exhibitors, including some new/many returning*
- Updating messages sent: *to Exhibitors and to LGAs*
- Confirmations received: *sponsors/exhibitors advised ok*
- Emails to and from Stylus Design: *re continual updating of website for Conference, inc. Sponsors'/Exhibitors' sheet, Meeting Minutes etc. Artwork for brochure now signed off and material with printers.*
- Further discussions held: *with Swan River Trust staff member re the Tech. Tour*
- City of Swan staff member by phone/email: *confirmed Mayor of City of Swan as Conference Launcher*
- Further discussions undertaken with Tour Bus operators *re Technical Tour and Pre Conference Tour*
- Emails/phone calls with Committee Members: *as required, especially Golf Day Co-ordinator and Treasurer*
- Calls/emails from potential delegates
- Fineline Print: *signed off with printers/brochures - should be available by meeting and sent to lgas soon*
- Dingo Promotions: *bags/compendiums now ordered and due for delivery*

6.0 Administration Officer's General Report:

- *All Conference issues, as shown above*
- *Scholarship applicant advised of success and his biog. was made available/ now working on presentation*
- Attendance at last General Meeting
- Collation of Minutes of previous meeting and Agenda for July Meeting
- Databases continually updated
- Letter sent to Gary Mason re Life Membership: *phone call received/he is very pleased and would like to 'catch-up' but not sure if he will be able to attend, as can only spare one day due to business commitments*

Moved: Admin. Officer's Report be received: **Bob**, seconded: **Keith** **Passed**

7.0 Correspondence:

No correspondence received apart from advertising

8.0 Treasurer's Report:

8.1 Bank balance 30th June 2010: \$85,657.02

8.2 Bank signatures outcome: Peter now signatory for bank account

8.3 Conference update: 2009 \$2,489.00 still owing from exhibitors/golf day

Conference update 2010: Present turnover: \$59,042.00

Income: \$38,934.00

Expenditure: \$13,471.26

8.4 Membership: Full Members = 77 on the books, Financial Members = 63

Corporate Members = 26 on books, Financial = 23

8.5 Applications from new members:

Kim Buckley, RSEA (Corporate Platinum)

CR Kennedy, Total Surveying Services (Corporate Member)

Peter Muir, Pt Hedland, Coordinator Engineering (Membership)

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

8.5 Audit Financial Statement for 2008/2009: *received and presented*

Moved: **Keith**, seconded: **Darren Passed**

8.6 Audit of Financial Statements: *Info. sent to Auditor (Ian D Pedlar).*

As Treasurer will not be present at the AGM on 12th August 2010, a copy of the Financial statement and the audited copy will be presented at the next General Meeting. (Several outstanding accounts have now been paid, and some written off.)

8.7 The Treasurer recommended that the PLA membership box on the Delegate registration form not be included in future, as no-one uses it. **Agreed**

8.8 Admin. Officer's Invoice to 9th July 2010 presented: 56.5 hours = \$2825.00

Moved that the invoice be paid: **Keith**, seconded: **Darren Passed**

Moved that the Treasurer's Report be received: **Darren**, seconded: **Bob Passed**

9.0 General Business:

9.1 Session Chairs for Conference proceedings:

Opening -Peter

Session 1 - Bob

Session 2 - Arthur

Session 3 - Technical Tour hosted by Swan River Trust/City of Swan staff

Session 4 - Ken

Session 5 - Graham

9.2 Volunteers for 'ground duties' on Wednesday am, 11th August:

Bob and Arthur will be on site at 7.30am

Darren will assist during the morning

10.0 Next Meeting: AGM, 12pm, Friday 12th August 2010 at Conference
Next Committee Meeting: 11am, Friday 8th October 2010 at LGMA venue

11.0 Meeting closed: 12.17pm