

**Sandgroper Caravanners Inc.**  
**Management Committee Minutes**  
**Held at**  
**Whitegum Farm, York**  
**Friday 25<sup>th</sup> November 2022 at 10.55am**



**Minutes:** A Review of the Minutes of the previous committee meeting held at Golden Ponds on Saturday 17 September, 2022 at 11.50am was undertaken. Minutes approved by Helen Bizzill, seconded by Cheryl Kent.

**Attendance:** Helen Bizzill, Cheryl Kent, Lyn Mitchell, Chris Back, Jacquie Adams

**Apologies:** Ian Moore and Di Young

**Visitors:** Colin Muir and Jerry and Debra Curchin

**Correspondence:**

**Inward:**

- 24.09.22 Email to members attaching a copy of the Minutes of the recent Sandgroper AGM Meeting at Golden Pond.
- 24.09.22 Email from Ian Moore to members attaching the new Membership list and Rally attendance spreadsheet.
- 27.09.22 Email from Ian Moore to members correcting the date joined for Syd and Jacquie Adams on the Membership list and Rally attendance spreadsheet.
- 06.10.22 Email from Richard Palmer attaching notice of ACCWA's AGM scheduled for 7 December 2022.
- 06.10.22 Email from Richard Palmer about ACCWA seeking volunteers for the 4x4 show and Have-A-Go day.
- 10.10.22 Email from Ashley Hams re members going to the National Rally at Barmera next year.
- 18.10.22 Email from ACCWA re volunteers still needed for the 4x4 show.
- 25.10.22 Email from Lesley Davis re 18<sup>th</sup> National Caravan Clubs Rally eNewsletter.
- 27.10.22 Email from Richard Palmer attaching an electronic copy of the ACCWA newsletter.
- 08.11.22 Email from Brian Bizzill to members encouraging them to register for 2023 rallies.
- 08.11.22 Email from Secretary attaching a listing of the Committee Members' email addresses.
- 08.11.22 Email from Associations Branch, Consumer Protection warning about scam alerts for clubs.
- 08.11.22 Email from Secretary to members about the Gnaala Mia Rally and the Nocturnal Tour bookings and payment details.
- 09.11.22 Email from Richard Palmer re ACCWA advert in Have-a-Go-News.
- 09.11.22 Email from Cindy Jordan with update on bookings for Gnaala Mia Nocturnal Tour in May 2023.

**Outward:**

- 20.09.22 Email from Helen Bizzill to Sharon and Rod Burge to confirm their request for a Leave of Absence.
- 20.09.22 Email from Helen Bizzill to Peter and Cheryl Fatti to confirm their request for a Leave of Absence.
- 03.10.22 Email from Helen Bizzill to members to advise that Noelene Muir's father passed away at the age of 97.

- 06.10.22 Email from Lyn Mitchell forwarding Richard Palmer's notice of ACCWA's AGM scheduled for 7 December 2022.
- 06.10.22 Email to members regarding ACCWA seeking volunteers for the 4x4 show and Have-a-Go day.
- 10.10.22 Email from Ashley Hams forwarded to members re members going to the National Rally at Barmera next year.
- 20.10.22 Email forwarded to members re ACCWA still needing volunteers for the 4x4 show.
- 25.10.22 Email from Lesley Davis re 18<sup>th</sup> National Caravan Clubs Rally eNewsletter forwarded to members.
- 27.10.22 Email from Richard Palmer attaching an electronic copy of the ACCWA newsletter forwarded to members.
- 03.11.22 Email from Secretary to members requesting items to be added to the upcoming agenda.
- 08.11.22 Email to members from Secretary regarding upcoming Gnaala Mia Nocturnal Tour information and booking details.
- 09.11.22 Email to members re Richard Palmer re ACCWA advert in Have-a-Go-News.

Inward and outward correspondence noted.

**Treasurer's report:** Di Young. As Di Young was away, Helen Bizzill presented the Treasurer's Report.

The committee noted the Department of Consumer Protection's Associations Newsletter Issue 33, which included a Scam Alert warning for committees of incorporated associations to be on the watch for Payment Redirection Scams.

The committee noted that the club's bank balance was \$3,447.07 as at 18 November 2022 and that three members and one associate member were yet to pay their membership fees despite a reminder invoice being issued.

The committee discussed By Law 4.4 Payment of Fees which states:

4.4.1 Membership shall be deemed to have lapsed if the annual subscription and any special purpose fee are not paid in full within two months of the date on which they were established. (The date of establishment is the Annual General Meeting therefore payment is due within two months of the AGM).

4.4.2 Due consideration of the above provision shall be given to any members who may be overseas or interstate during the period by which fees must be paid.

4.4.3 Any lapsed member who wishes to renew their membership will be treated as a new applicant. A lapsed member will be required to pay any nomination fee, annual subscription and special purpose fee applicable at the time of application for readmission.

The committee felt that this section of the By Laws needs to be amended. Helen Bizzill to draft new wording for the By Law to include that any decisions in relation to this By Law should be subject to the discretion of the executive committee. **Action: Helen Bizzill**

The committee proposed that in future, the invoices for membership fees should be sent out in the days immediately after the AGM and should include a section clearly showing the due date. As members have two months to pay the fees, a reminder invoice should be issued to those who have not paid after one month. The committee also agreed that notification of the invoices being sent out should be sent to the [sandgroppers@outlook.com](mailto:sandgroppers@outlook.com) email address for record keeping purposes.

Moved Chris Back and seconded Cheryl Kent

**Membership Secretary's report:** Ian Moore

Membership still stands at 24 vans and one couple will be attending as visitors in January 2023.

**Members Attendance Requirement:**

Under section 2.1 Members Attendance Requirement of the By-Laws it states:

Members are required to attend a minimum of four (4) Association rallies each year. For the purpose of this provision, attendance at an Association rally means bringing a Caravan to the rally site and staying for at least one night or spending at least one night at the rally site in alternative accommodation. Where a member fails to achieve this minimum attendance requirement, the Management Committee may at its discretion, deem that Membership to have lapsed and that as a result a membership vacancy has occurred. In the case of Associate Members item 2.1 does not apply.

Please note: the wording three (3) was updated to four (4) rallies as agreed by Members at the AGM dated 11/09/2021.

The committee noted that not all members have met this requirement. However, the committee also noted that this was because of members' illness, extended travel or an approved Leave of Absence.

Moved Helen Bizzill, seconded Cheryl Kent

**Rally Coordinator's report:** Brian Bizzill

Brian Bizzill provided an update on the Gnaala Mia Rally to be held in May 2023. There are 28 sites at Gnaala Mia but you can't make bookings. It is a case of first come, first served. There are 13 vans booked to attend at the moment. Brian also advised the venue officers for 2023:

- Peppermint Grove Beach Holiday Park 2 Feb 2023 – Glenda Olesen, Jill and Doris
- Seabird Tavern Caravan Park 9 March 2023 – Chris and Di Young
- Marinup Ford Caravan Park 24 April 2023 – Brian and Helen Bizzill
- Gnaala Mia Campground 18 May 2023 – Cindy and Barry Jordan
- RAC Margaret River Nature Park 8 June 2023 – Ron and Lyn Mitchell
- Station Stay tag along 20 July 2023 – Brian and Helen Bizzill
- Laze Away Caravan Park Popanyining 24 Aug 2023 – Jerry and Debra Curchin
- AGM Bindoon Oval and Hall 21 Sep 2023 – Committee
- Southern Stars Holiday Park 19 Oct 2023 – Sue and John Moriarty
- Christmas Rally, Koombana Bay Discovery Park – 23 Nov 2023 – Committee
- Woodman Point Caravan Park 29 Dec 2023 – Chris and Linda Back

Brian Bizzill advised the committee that the Popanyining rally venue may need to be changed.

Moved Chris Back, seconded Jacquie Adams

**General business:** There was no general business.

**Meeting Closed** 11.30am

**Next Management Committee meeting**

To be held at the Peppermint Grove rally in February 2023.

Signed as a true and correct record of the meeting:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date