

Sandgroper Caravanners Inc.
Minutes of Management Committee Meeting
held at Miami Holiday Park
on Friday 1 April, 2022 at 2pm



In Attendance:

Helen Bizzill, Chris Back, Cheryl Kent, Lyn Mitchell, Dianne Young and Brian Bizzill

Apologies:

Sharon Burge and Ian Moore

Meeting Opened: 2.05pm

Minutes:

All members had received and read the minutes from the meeting held on Saturday 5 February 2022. The minutes of the meeting were approved as correct.

Key matters arising from minutes:

Chris Back queried whether Lyn Mitchell had investigated the cost of joining Clubs WA. Lyn Mitchell advised that she had and that the cost would be \$130 per annum. However, she advised that as Clubs WA obtains their COVID-19 advice from the WA State Government's Media Statements and that we can access those for free, she did not recommend becoming members of Clubs WA. The committee agreed and the minutes of the meeting were approved.

Minutes moved by Cheryl Kent

Seconded Dianne Young

Carried

Correspondence:

Inward:

- 31.01.22 Email from Robert Hart, 18th National Caravan Clubs Rally, January Newsletter
- 31.01.22 Email from Robert Hart, 18th National Caravan Clubs Rally, correcting errors in Newsletter
- 08.02.22 Email from Richard Palmer re volunteers for Caravan and Camping Show.
- 08.02.22 Email from Sharon Burge confirming that Elva Littlely is no longer a member.
- 08.02.22 Email from Ian Moore acknowledging that Elva Littlely is no longer a member.
- 11.02.22 Email from Richard Palmer re house sitter needed in Geraldton in March.
- 19.02.22 Email from Associations Branch re Sandgroppers' Information Statement for financial year ending 30 June 2019.
- 19.02.22 Email from Associations Branch re Sandgroppers' Information Statement for financial year ending 30 June 2020.
- 19.02.22 Email from Associations Branch re Sandgroppers' Information Statement for financial year ending 30 June 2021.
- 19.02.22 Email from Albury All Seasons Tourist Park about the park's facilities, services and prices.
- 22.02.22 Email from Richard Palmer re Delegates meeting 23rd February 2022.

- 22.02.22 Email from Associations and Charities Branch, Consumer Protection re Issue 30 of the Associations Newsletter re modernizing WA laws.
- 22.02.22 Email from Royal Life Saving WA re applications for a grant for members to refresh their CPR skills.
- 22.02.22 Email from Helen Bizzill re Sandgroper Caravanners' COVID-19 Update.
- 23.02.22 Email from Ian Moore re draft convoy and radio procedure texts.
- 24.02.22 Email from Helen Bizzill re Draft Convoy Procedure and Radio Procedures.
- 24.02.22 Email from Cheryl Kent about putting the Convoy Procedure and Radio Procedures in the Gossip.
- 24.02.22 Email from Chris Back re adopting Convoy Procedure and Radio Procedure.
- 28.02.22 Email from Richard Palmer re cancellation of the Perth Caravan & Camping Show.
- 28.02.22 Email from Meg Abercromby from Royal Life Saving outlining course contents and grant eligibility.
- 04.03.22 Email from Richard Palmer attaching the minutes of the Delegates meeting held on 23 February 2022.
- 07.03.22 Email from Brian Bizzill attaching the Rally List for 2023.
- 08.03.22 Email from Gary advising that he has amended the Sandgroper's website to include the new Club rallies for 2023.
- 10.03.22 Email from Brian Bizzill regarding crabbing in the estuary at the upcoming rally at Miami.
- 17.03.22 Email from Meg Abercromby at Royal Life Saving Society WA re First Aid course application.
- 17.03.22 Email from Meg Abercromby thanking us for our reply to her previous email and that she is looking forward to hearing from us after the upcoming Committee meeting.
- 27.03.22 Email of the weekly analytics report from StatCounter.
- 28.03.22 Email from Richard Palmer regarding the meeting dates that have been finalized for 2022.
- 31.03.22 Email from Mary and Peter Neale advising they are resigning from caravanning but would like to stay as social members of the club.
- 31.03.22 Email from Lynne and Alan Kirby outlining Alan's medical issues.

Outward:

- 27.01.22 Email to Marni & Bob from Ian Moore with information for joining Sandgroper Caravanners
- 31.01.22 Email to all members, from 18th National Caravan Clubs Rally, January Newsletter
- 31.01.22 Email to all members, from 18th National Caravan Clubs Rally, correcting errors in Newsletter
- 09.01.22 Email to Committee re Minutes from meeting 5 February 2022.
- 10.02.22 Email to all members re Richard Palmer looking for volunteers for Caravan and Camping Show.
- 13.02.22 Email to all members re Richard Palmer's request re a house sitter in Geraldton in March.
- 16.02.22 Email to all members re Minutes of Committee meeting held on 5 February 2022.
- 22.02.22 Email to all members from Helen Bizzill re Covid-19 Update.
- 22.02.22 Email to Members re ACCWA delegates meeting 23rd February 2022.
- 24.02.22 Email to Helen Bizzill for advice re Royal Life Saving grant for course for members.
- 28.02.22 Email to Members re Richard Palmer's notification of the cancellation of the Perth Caravan & Camping Show.
- 02.03.22 Email to Committee Members attaching the File Note on the recent meeting regarding COVID-19.
- 08.03.22 Email to Gary requesting he update the Sandgroper's web page to include the new Club rallies for 2023.
- 08.03.22 Email to members re Richard Palmer email attaching the minutes of the delegates meeting on 23 February 2022.
- 17.03.22 Email to Meg Abercomby at Royal Life Saving explaining the First Aid course will be discussed at the upcoming Committee meeting.
- 28.03.22 Email to all members attaching the email from Richard Palmer outlining the meeting dates that have been set for 2022.

Inward and Outward correspondence moved by Helen Bizzill
 Secoded Chris Back
 Carried

- **Treasurer's report:** - Sharon Burge

- Treasurer's report was distributed to committee members on 22 March 2022.
- Current bank balance \$1,928.22
- The committee noted the club's annual Post Office Box fee of \$144.00 has been paid.
- The committee noted the rally expenses/site/hall hire of \$152.00 from the Peppermint Beach rally.

Treasurer's Report moved by Di Young

Seconded by Cheryl Kent

Carried

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

- Membership Secretary's report was distributed to committee members on 22 March 2022.
- Membership remains suspended on the website.
- The committee noted there are 28 active members and 2 Associate members as Eva Littleley is not financial.
- The committee noted that an email has been received from Peter and Mary Neale advising that they are resigning from the club but would like to stay as social members.

Membership Secretary's report moved by Helen Bizzill

Seconded by Di Young

Carried

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

- The need for Venue Officers is ongoing.
- The committee noted the following people have committed to be Venue Officers for 2022:
 - Toodyay – Colin and Noelene Muir
 - Serpentine – Syd and Jacquie Adams
 - Dwellingup – Laraine and John Allen and Doris Freind
 - Carnamah – Ian and Beth Moore
 - AGM Golden Ponds - Committee
 - October tagalong – Brian and Helen Bizzill
 - Whitegum Farm Christmas Rally – Committee
- Brian Bizzill reported that the Jurien Bay Tourist Park is making it difficult to reserve sites for club members. A rally is planned there for March 2023. Ledge Point also has the same policy.

Rally Coordinator's report moved by Chris Back

Seconded by Cheryl Kent

Carried

- **General business: -**

- Lack of volunteers to act as Venue Officers for future rallies. Di Young and Chris Back agreed to talk to Syd and Jacquie Adams about the Serpentine rally and to also take a rally list around at the Miami rally to speak to other members about being Venue Hosts at next year's rallies too.
- Discussion on COVID-19 advice to members on socializing at events and possible changes to rally programs to note this as per State Government advice. Not required as the State Government is lifting its COVID-19 restrictions.
- First Responder App for members' phones and proposed briefing by members who are First Responders covering a demonstration on First Aid and how to use the Club's defibrillator. Chris Back and Chris Young provided an excellent session on this after morning tea. In future, the club's defibrillator will be placed under the wheel of Helen and Brian Bizzill's caravan (or another member's caravan if they are unable to attend) in a special black box so that members can find it in an emergency.
- Royal Life Saving WA Heart Beat 45+ Grants. The committee agreed that this course would be beneficial. Lyn Mitchell to complete and submit the club's Expression of Interest to the Royal Life Saving Society WA (RLSSWA) to apply for the grant to cover the cost for between 10 – 20 members to attend a 2-3 hour resuscitation and first aid course. Helen Bizzill to look for a suitable venue where the course could be held. Subsequent to the meeting, the RLSSWA has advised that they may have a room at their premises at Mt Claremont where our course could be held. Awaiting further advice from RLSSWA.
- Di Young raised her concerns that Associate Members, who pay \$10 per head annual membership fees, were receiving considerable subsidies to attend the 2021 Christmas lunch (\$20 per head) and to attend the Cocktails (\$10 per head) from club membership funds. After a committee discussion it was resolved that full members and Associate members are welcome to attend all club events. However, any future subsidies to attend these special events will only be available to full members.
- ACCWA funds action committee. Chris Back advised that a second meeting has been held and that the minutes of that meeting are due out shortly.
- Chris Back advised that he and Linda will be travelling overseas from late April to October 2022.

- **Meeting Closed:** 3pm

- **Next Management Committee meeting:** Serpentine Falls Tourist Village

Signed as a true and correct record of the meeting:

President

Secretary

Date

Date

Attachments Treasurer's Report, Membership Secretary's Report.