

Sandgroper Caravanners Inc.
Management Committee Minutes
Held at
Gnaala Mia
Friday 19 May 2023 at 11.00am



Attendance: Helen Bizzill, Ian Moore, Lyn Mitchell, Brian Bizzill, Di Young (via telephone)

Apologies: Chris Back, Jacquie Adams, Laraine Allen

Minutes: A Review of the Minutes of the previous committee meeting held at Peppermint Grove Beach on Friday 3 February 2023 was undertaken. Minutes approved by Ian Moore, seconded by Di Young.

Correspondence:

Inward:

- 05.02.23 Email from Richard Palmer with information of Ruth and David Ward's contact details regarding joining Sandgroper Caravanners.
- 06.02.23 Email from Richard Palmer attaching a form for new Sandgroper office bearers to be completed.
- 12.02.23 Email from Ian Moore to Jack and Deanne Muir re invitation to complete a nomination form and pay the nomination fee to join the club.
- 13.02.23 Email from Helen Bizzill suggesting the committee close the club's PO Box as it has had very limited use and costs \$153 per year.
- 14.02.23 Email from Ian Moore to Ruth and David Ward regarding their interest in joining our caravan club.
- 15.02.23 Email from Glenda Olesen requesting a leave of absence for a few months while she is travelling.
- 21.02.23 Email from Richard Palmer re collection of boxes of magazines from ACCWA.
- 21.02.23 Email from Helen Bizzill to committee re changing Binningup rally in February 2024 for Peppermint Grove Beach Caravan Park.
- 26.02.23 Email from Richard Palmer from ACCWA re upcoming meeting dates for 2023.
- 26.02.23 Email from Richard Palmer with an attachment of an electronic copy of ACCWA's March Magazine.
- 27.02.23 Email from Richard Palmer with an attachment of the agenda for the Delegates meeting 8 March 2023.
- 27.02.23 Email from Richard Palmer regarding the State Rally at Pingelly 12-16 October 2023 attaching the program and rally registration documents.
- 15.03.23 Email from Helen Bizzill to committee regarding approval of Jack and Deanne Muir to join the club.
- 16.03.23 Email from Richard Palmer regarding the minutes of the ACCWA Delegates meeting 8 March 2023 to be forwarded to members.
- 17.03.23 Email from Richard Palmer regarding the program for the National Rally being held in South Australia.
- 19.03.23 Email from Helen Bizzill the committee to review the proposed membership of Jack and Deanne Muir and to let her know if it is approved.

- 20.03.23 Email from Helen Bizzill advising that a resolution approving Jack and Deanne Muir as club members was approved.
- 20.03.23 Email from Richard Palmer regarding first aid courses funded by ACCWA.
- 31.03.23 Email from Helen Bizzill to members re ACCWA funding for first aid course.
- 05.04.23 Email from Richard Palmer requesting Sandgroper information for insurance.
- 25.04.23 Email from Robin Ashford requesting a Leave of Absence until October as they are travelling in the eastern states over that period.
- 30.04.23 Email from Helen Bizzill to committee re first aid courses.

Outward:

- 05.02.23 Richard Palmer's email regarding Ruth and David Ward's contact details forwarded to Ian Moore to follow up with them re membership.
- 08.02.23 Email to Richard Palmer and Russell McKinnon attaching the Sandgroper's new office bearers information and requested they include Lyn Mitchell's details as secretary in the magazine and on the ACCWA website.
- 15.02.23 Email to members attaching the Minutes of the Committee meeting from Peppermint Grove Beach, Capel.
- 28.02.23 Email to members forwarding Richard Palmer's email regarding the agenda for the Delegates meeting 8 March 2023.
- 28.02.23 Email to members forwarding Richard Palmer's email regarding the State Rally at Pingelly 12-16 October 2023 including the program and registration forms.
- 17.03.23 Forwarded Richard Palmer's email to our members regarding the minutes of the ACCWA Delegates meeting.
- 17.03.23 Forwarded to members the email from Richard Palmer regarding the program for the National Rally being held in South Australia.
- 22.03.23 Email from Helen Bizzill to committee enquiring whether Sandgroper should fund two additional members to attend the first aid course in addition to the members funded by ACCWA.
- 28.03.23 Email from Brian Bizzill to committee re the possibility of changing Willowbrook Farm rally in 2024 to Cunedin.
- 11.04.23 Email from Lyn Mitchell to Richard Palmer outlining the Sandgroper details for insurance purposes.

Inward and outward correspondence approved by Helen Bizzill, seconded by Ian Moore.

Treasurer's report: Di Young.

The committee noted that the club's bank balance was \$2,767.57 as at 14 May 2023. A further \$18.75 for pro rata membership fees has since been received from new members Jack and Deanne Muir.

Di Young encouraged all members to continue to post their rally expenses on the Sandgroper website. Helen Bizzill advised that at the recent Maranup Ford rally, members spent \$3,018 in the local community. Helen has been sending emails to local councils advising them of these significant amounts of money that members have been spending in their areas. Helen advised the response from these emails has been very good with councils responding that they appreciated the information and will bear it in mind when making decisions regarding caravanners in the future.

Approved by Helen Bizzill, seconded by Ian Moore.

Membership Secretary's report: Ian Moore

As at the 13 May 2023, membership stands at 25 vans. Ian advised he is unsure about Graham Kent's plans at this stage.

Ian advised that there is a discrepancy between the rally attendance spreadsheet online compared to the printed document. Di Young advised she will look into the issue.

Approved by Helen Bizzill, seconded by Lyn Mitchell

Rally Coordinator's report: Brian Bizzill

Brian advised that between 9 and 14 vans are attending the remaining rallies for this year. Next year's rally list is coming along although he has noticed that there has been an increase in prices, mainly at bigger parks. He is looking for an alternative for the RAC Cervantes rally planned for the April 2024 because of the cost. He is looking at possibly changing it to Caves House Caravan Park at Yallingup and will advise more shortly.

Brian is also looking at an alternative for the Bindoon AGM rally 2024 because of their unusual booking process. It was suggested that members be asked at the AGM what amounts are they happy to pay for rally fees.

Moved Ian Moore, seconded Di Young.

General business:

1. **Leave of Absence:** Requests for leave of absence from Glenda Olesen, Kevin and Thelma Forbes, Robyn and Di Ashford and John and Laraine Allen were approved.
2. **Sandgroper Post Office Box Cancelled** – noted.
3. **Review of the "Nomination for Committee Form"** – Helen Bizzill had concerns about members having to get someone to nominate them for committee positions. However, the committee felt it was not a deterrent and agreed that the Nomination for Committee Form remain unchanged.
4. **ACCWA and Sandgroper's Funding of First Aid Courses** - ACCWA have acknowledged that Ian Moore and Jacquie Adams (under ACCWA sponsorship) will be attending and that Doris Freind and Jack Muir (under Sandgroper sponsorship) are possibilities depending on the timing of the course. ACCWA will get back to us when the dates are set.
5. **Membership Fees for 2024** – Ian Moore proposed that the membership fees be put up from \$75 to \$80 per van, that the Nomination fee remain at \$50 and the donation to the RFDS remain at \$10 per van. The committee noted that the fees have not been increased since 2017. In addition, it was proposed that the club subsidise the Christmas lunch by \$20 per full member (\$40 per full member couples) resulting in members receiving a considerable amount of their fees back through subsidies. Moved Ian Moore and seconded by Helen Bizzill.

6. **Committee for 2024** – The committee noted that President Helen Bizzill, Treasurer Di Young and Secretary Lyn Mitchell were all standing down at the AGM. Several people have volunteered so far to fill most of the roles. However, the role of Secretary is yet to be filled. (See attached Helen Bizzill’s Sandgroper Caravan Club Committee Positions table). Please note that subsequent to the Committee Meeting, Sue Moriarty has advised that she will take on the role of Treasurer at the AGM.

Proposed Draft Re-wording of By-Law 4.4 Payment of Fees: The committee noted that there were contradictions between the club’s Model Rules and its By-Laws. The committee was particularly concerned with the wording of By-Law 4.4 Payment of Fees, which states:

4.4 Payment of Fees

- 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.
- 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.

Given that the Model Rules overrule the By-Laws, the committee agreed that a motion be put to the members at the AGM in September 2023 for the members to give consideration to replacing the wording in By-Law 4.4 (above) to bring it into line with the exact wording from the Model Rules, Division 2 Memberships which reads:

Division 2 – Membership Fees

12. Membership Fees

- (1) The committee must determine the entrance fee (if any) and the annual membership fee (if any) to be paid for membership of the Association.
- (2) The fees determined under subrule (1) may be different for different classes of membership.
- (3) A member must pay the annual membership fee to the treasurer, or another person authorized by the committee to accept payments, by the date (the **Due Date**) determined by the committee.
- (4) If a member has not paid the annual membership fee within the period of 3 months after the due date, the member ceases to be a member on the expiry of that period.
- (5) If a person who has ceased to be a member under subrule (4) offers to pay the annual membership fee after the period referred to in that subrule has expired –
 - (a) the committee may, at its discretion, accept that payment; and
 - (b) if the payment is accepted, the person’s membership is reinstated from the date the payment is accepted.

Approved Chris Back, seconded Lyn Mitchell.

In addition, the committee moved that as existing clause 17.1 of the By-Laws suggests that the committee can change the By-Laws, rather than the members, it

was recommended members give consideration at the September AGM to changing By-Law 17.1 to the exact wording from the Model Rules Part 8 – General Matters, 64 By-Laws, (1) which states that:

Part 8 – General Matters

64. By-Laws

- (1) The Association may, by resolution at a general meeting, make, amend or revoke by-laws.

The committee noted that these issues will be put to the members at the Annual General Meeting to be held at Mandurah at 11am on Saturday 23 September 2023.

1. Any Other Business

No further business.

Meeting Closed 12.15pm

Next Management Committee meeting

To be held at 11am on Sunday 24 September 2023 at the Mandurah rally.

Signed as a true and correct record of the meeting:

President

Secretary

Date

Date