

Sandgroper Caravanners Inc.
Minutes of Management Committee meeting
held at Wickepin Caravan Park
Saturday 3rd April 2021 at 11am



In attendance:

Brian Bizzill, Helen Bizzill, Sharon Burge, Cindy Jordan, Cheryl Kent, Alan Kirby, Helen Schell & Dianne Young.

Apologies:

Roy Lundy and Ian Moore

Meeting opened: 10:57am

Minutes:

All members had received and read the minutes from the meetings held Monday 18th & Tuesday 19th January 2021 and Tuesday 2nd February 2021. The minutes from our meeting held Monday 18th & Tuesday 19th January were approved at our meeting held Tuesday 2nd February 2021. The minutes from our meeting on Tuesday 2nd February were approved as correct.

Key matters arising from minutes:

None

Minutes from previous meeting moved by, Sharon Burge
Seconded, Alan Kirby
Carried

Correspondence:

Inward:

- 01.02.21 Email from Allan & June Foote, Proxy for General Meeting
- 01.02.21 Email from Richie Palmer, reports from Delegates Meeting
- 03.02.21 Email from Richie Palmer, re fridge recall
- 07.02.21 Email from Richie Palmer advising of Delegates meeting 24th March & requesting volunteers for Caravan & Camping Show 17th to 21st March.
- 07.02.21 Email from Richie Palmer, Caravanswest Newsletter for February 2021
- 12.02.21 Email from Pioneer Challenge, January Newsletter
- 12.02.21 Email from Mark Webb requesting information on joining Club
- 14.02.21 Email from Kevin Forbes, information on RV Safety to be sent to all members
- 15.02.21 Email from Jessie requesting information on joining Club
- 15.02.21 Email from Richie Palmer advising that our March magazine is ready for collection
- 17.02.21 Email from Richie Palmer, copy of WA Caravan & Camping Magazine March 2021 and requesting volunteers to man the ACCWA stand at the Caravan & Camping Show
- 25.02.21 Email from Richie Palmer requesting volunteers to man the ACCWA stall at the Caravan show
- 25.02.21 Email from Lesley Davis, 18th National Caravan Rally, seeking registrations
- 27.02.21 Email from Richie Palmer advising that Susan Hayward is looking to purchase a Jayco Sprite caravan and could anyone assist
- 01.03.21 Email from 18th National Caravan Rally advising that the 8th Newsletter has been uploaded to the website and copy attached

- 01.03.21 Email from Robert Hart, 18th National Caravan Rally, advising that 2 stickers will be issued to all members who will be attending the rally. He requested an address to forward them to
- 01.03.21 Email from Richie Palmer advising that State Rally is going ahead in October on 22nd, 23rd & 24th
- 03.03.21 Email from Pioneer Challenge, February 2021 Newsletter
- 11.03.21 Email from Pam Foulds with information on State Rally, Registration Form & Rally Bulletin No.1
- 15.03.21 Email from Richie Palmer, corrected Registration Form for State Rally and Rally Bulletin No. 1
- 17.03.21 Email from Richie Palmer, Agenda for Delegates meeting 24th March 2021
- 17.03.21 Email from June & Allan Foote, resignation from Club
- 30.03.21 Email from 18th National Caravan Clubs Rally 2022, 9th Newsletter
- 30.03.21 Email from Gary Fitzgerald advising that he can log in with no issues
- 30.03.21 Email from Chris Young advising that he intends to put a motion forward at the AGM to cap our limit on caravan numbers at 30.

Outward:

- 02.02.21 Email to all members, reports from Delegates Meeting
- 02.02.21 Email to all members from Helen Bizzill advising that our General Meeting has been cancelled
- 03.02.21 Email to all members, email from Richie Palmer re fridge recall
- 05.02.21 Email to all members, minutes from Committee meeting held 2nd February 2021
- 08.02.21 Email to all members, Caravanswest Newsletter for February 2021
- 08.02.21 Email to all members, email from Richie Palmer, advising of Delegates meeting 24th March & requesting volunteers for Caravan & Camping Show 17th to 21st March.
- 14.02.21 Email to all members, information on RV Safety
- 14.02.21 Email to Ian Moore, email from Mark Webb requesting information on joining Club
- 14.02.21 Email to all members, Pioneer Challenge Newsletter January 2021
- 15.02.21 Email to Ian Moore, email from Jessie requesting information on joining Club
- 22.02.21 Email from Ian Moore to Jessie advising that our Club has reached capacity and asking if he would like to be waitlisted
- 22.02.21 Email from Ian Moore to Mark Webb advising that our Club has reached capacity and asking if he would like to be waitlisted
- 23.02.21 Email to all members, email from Richie Palmer, WA Caravan & Camping Magazine March 2021 and requesting volunteers to man the ACCWA stand at the Caravan & Camping Show
- 01.03.21 Email to all members requesting volunteers to man the ACCWA stall at the Caravan show
- 01.03.21 Email to all members, advising that Susan Hayward is looking to purchase a Jayco Sprite caravan and could anyone assist.
- 01.03.21 Email to all members, email from Lesley Davis, 18th National Caravan Rally, seeking registrations
- 01.03.21 Email to all members, email from 18th National Caravan Rally, advising that the 8th Newsletter has been uploaded to the website and copy attached
- 01.03.21 Email to Robert Hart, 18th National Caravan Rally, advising of address to send stickers
- 01.03.21 Email to Richie Palmer asking if State Rally is going ahead in October and if so what date
- 01.03.21 Email to all members from Brian Bizzill asking who is planning on attending the National Rally next year
- 01.03.21 Email to Gary Fitzgerald, requesting that the Rally List Page on our website be able to record 2 members hosting a rally instead of one
- 01.03.21 Email to Russell McKinnon requesting that he update our Club contact information in the WA Caravan & Camping Magazine. Delete the wording, *Membership is open*, and replace with, *New Membership is currently suspended*
- 06.03.21 Email to all members from Pioneer Challenge, February 2021 Newsletter
- 10.03.21 Email to Pam Foulds requesting information for State Rally due to be held October 2021
- 13.03.21 Email to all members, information on State Rally 2021, Registration Form & Rally Bulletin No. 1.
- 16.03.21 Email to John & Sue Moriarty from Ian Moore advising that they are now on the Club website
- 16.03.21 Email to Chris & Linda Back from Ian Moore advising that they are now on the Club website
- 22.03.21 Email to all members, Agenda for Delegates meeting to be held 24th March 2021

- 22.03.21 Email to Committee advising that Allan & June Foote have resigned
- 30.03.21 Email to all members, email from 18th National Caravan Clubs Rally 2022, 9th Newsletter
- 30.03.21 Email to Gary Fitzgerald from Di Young, advising that the Secretary log on is not working correctly
- 30.03.21 Email to Gary Fitzgerald from Di Young, advising that the problem is still ongoing

Inward and outward correspondence moved by, Cindy Jordan
Seconded, Helen Bizzill
Carried

Treasurer's report: - Sharon Burge

The Treasurer's Report was distributed to Committee members on 30th March 2021

- Our bank balance as of 31st March 2021 was \$2,494.22.
- Our annual donation to RFDS has been paid and this year the amount was \$260.00.
- Since paying the donation Sharon has received another \$20 to be paid to the RFDS and it will be included in our payment next payment.
- The post office box renewal has been paid and all members fees are now paid.

Treasurer's Report moved by, Helen Bizzill
Seconded, Cindy Jordan
Carried

Membership Secretary's report: - Ian Moore absent from this meeting.

- Ian distributed a membership list to the Committee on 1st April 2021. We currently have 29 full members, 4 visitors we are holding a position for and 5 vans on the waitlist.
- Cindy asked Brian Bizzill if he could explain what an OBT is to the new members. Brian said he would do that at some stage during this rally.

Membership Secretary's report moved by, Helen Schell
Seconded, Cheryl Kent
Carried

Rally Coordinator's report: - Brian Bizzill

- It was decided that our 2021 New Year's Eve rally be moved to the Twin Waters Caravan Park in Dawesville. Brian has booked the park and notified members.
ACTION: Completed
- Brian distributed a list of Proposed Rallies for 2022 on 31st March 2021. A vote was taken for each month and the following locations have been selected for our 2022 rallies. February - Peppermint Grove Beach, March – Guilderton Holiday Park, April – Miami Holiday Park, May – Toodyay Holiday Park, June – Southern Brook Hall, July – Dwellingup Caravan Park, August – Carnamah Caravan Park, September AGM – Serpentine Caravan Park but subject to site visit, October – Tag along rally for 8 days, November – White Gum Farm, December – Pinjarrah Holiday Park.

Rally Coordinator's report moved by, Helen Schell
Seconded, Alan Kirby
Carried

General business: -

Previous meeting

- Helen Bizzill and Ian Moore have discussed new membership and Helen put forward a proposal that new members attend 3 rallies and then become a member at the 4th rally. The Committee discussed what the best options would be moving forward as a Club. It was decided that the following process would be the best option for the future.
 - 1) The process starts with an invitation to participate in 4 rallies of their choice. If a new member attends a second rally and shows interest in joining the Club, they will be given a Nomination Form and an Application Form for them to complete and pay their nomination fee. When this paperwork has been completed, they will be required to send the completed forms to the Secretary who will then forward copies to, the Membership Secretary, the Treasurer, and the Rally Coordinator.
 - 2) After attending their third rally and receiving Committee approval, they will be presented with their membership badge and welcome pack at their fourth rally.
 - 3) This process must be completed within 9 months of their first rally. If a visitor fails to do 4 rallies in 9 months their position in the Club will not be held and the position will be offered to the next wait listed member.

Helen Bizzill will work with Ian Moore to fine tune the Nomination and Application Forms. Dianne Young will discuss with Helen Bizzill and update the website.

Action: Helen Bizzill, Ian Moore & Dianne Young

- The Executive Committee job descriptions have been completed. The Membership Secretary's job description still needs to be completed and when this is completed and approved by Helen Bizzill, Dianne Young will display them on our website on the same page as the Constitution and By-Laws.

Action: Helen Bizzill & Dianne Young

- Helen Bizzill has spoken to Elva Littely about her membership renewal and Elva has renewed her membership.

Action: Completed

- Our Easter rally at Wickepin is a Committee hosted rally and Sharon Burge has volunteered to do the program and Cindy Jordan has offered to assist.

Action: Completed

- With our General Meeting being cancelled on Saturday 6th February 2021 and a notice of motion moved at our last meeting to suspend membership it was decided that it would not be necessary to hold a General Meeting and that our suspended membership would stay in place until our AGM in September.

Action: AGM September 2021

- Roy Lundy spoke about the ACCWA bank balances and queried if they are all in term deposits. Roy will draft a letter to our Club delegate, Kevin Forbes, to put forward at the next Delegates Meeting.

Action: Roy Lundy - carried

- Ian Moore has completed and distributed a list to the Committee detailing the number of rallies each member has completed for 2017, 2018, 2019 and 2020. It also lists Venue Officers since 2015.

Action: Completed

This meeting

- The Committee approved that Draft No. 1 be circulated to all members to make everyone aware that they will be required to attend the minimum three rallies per year in the future.

Action: Helen Bizzill

- The Committee approved that with one addition, Draft No. 2 be emailed to Peter and Margaret Celenza advising that their membership will lapse.

Addition

that their membership will lapse on 30th June 2021 as per the Club's By-laws.

Action: Helen Bizzill

- The Committee approved that with one addition the proposed draft motion be put forward at the 2021 AGM.

Addition

The motion is to change the wording of the current By-Law **No. 1 Limit on Membership (Caravans)** from "Annual General Meeting" to "Annual General Meeting or General Meeting".

Action: Helen Bizzill

- The Committee approved that with one addition the proposed draft of a new By-law for New Members be accepted.

Addition

This process must be completed within 9 months of their first rally.

Action: Helen Bizzill

- Members often ask, who are the Associate Members on our Members List? Should the Associate Members have the initials **AM** added to their van number so that they are easily identified i.e., **AM 11**. The Committee decided that this would be a good idea.

Action: Ian Moore and Dianne Young

- The Committee approved that Colin & Noelene Muir be offered a position to join the Club.

Action: Completed

- Cameron & Denise Caldwell will be attending their 3rd rally at Wannamal Hall, the Committee approved that they be offered a position to join the Club.

Action: Completed

- Brian & Helen Bizzill along with Bert & Jan from Redgum Caravan Club will be hosting our combined rally at Wannamal Hall commencing 6th May 2021. The cost of the Hall will be \$150 for the weekend with each Club to pay \$75.00. The theme for Saturday night dinner and band will be, Italian Night with Italian food and dress. Helen will notify attending members what food Sandgroper members will be required to provide. Site fees are \$5 per night. Redgum will host a Swap Meet during the rally.

Redgum have a Fine system for their members. Helen explained that Sandgroppers do not charge fines and do not fund raise. It was decided that the Sandgroppers be part of the process but not pay the fee.

Action: Helen Bizzill

- A letter has been received from Chris Young advising that he intends to put a motion forward at the AGM to cap our Limit on Caravan numbers at 30 and that he would like new members to do 5 rallies prior to be offered a position in the Club.

Action: Noted

- Helen Bizzill advised that she will be away for the June and July rallies, Cheryl Kent will be away for July and Dianne Young will be away for June, July, and August. Cheryl will stand in for Helen in June and Sharon for July.

Meeting Closed: 1pm

Next Management Committee meeting: Lake Towerrinning

Signed as a true and correct record of the meeting:

President

Secretary

Date

Date

Attachments

Treasurer's Report, Membership Secretary's Report, Proposed Rallies 2022 from Rally Coordinator, two proposed letters, one proposed new By-law and one proposed Motion to be put forward at the 2021 AGM and an email from Chris Young