

Sandgroper Caravanners Inc.
Minutes of Management Committee meeting
held at Bindoon Oval
on Sunday 12th September 2021 at 10:00am



In attendance:

Helen Bizzill, Sharon Burge, Kevin Forbes, Cheryl Kent, Lyn Mitchell, Ian Moore, and Dianne Young.

Apologies:

Chris Back

Meeting opened: 10:07am

Kevin Forbes spoke to the Committee about our Public Liability Insurance that we purchase through ACCWA each year. He explained that our insurance is only valid when we travel on a Club organised and Committee approved rally and the rally must be open to everyone in the Club.

Kevin then spoke about the NACC website and said that only one member from our Club was listed. Kevin asked if we could please arrange to list all our members on the website and that the NACC had to abide by the Australian Privacy Act and that the website was not accessible to the general public. If we have any queries we can contact, Rin, he is the National Secretary for NACC.

Kevin Forbes left the meeting.

Minutes:

All members had received and read the minutes from the meeting held on Thursday 26th August 2021. The minutes from our meeting were approved as correct.

Key matters arising from minutes:

None

Minutes moved by, Helen Bizzill

Seconded, Cheryl Kent

Carried

Correspondence:

Inward:

- 22.08.21 Email from Richie Palmer, flyer from Berkshire Mill Museum, advertising open day 23.10.21
- 01.09.21` Email from Richie Palmer, State Rally August Bulletin
- 01.09.21 Email from Laurie Tyler to Helen Bizzill thanking Helen for the leave of absence approval
- 02.09.21 Email from RFDS advising of work done in state and asking for donations
- 02.09.21 Email from Dept of Primary Industries & Regional Development, biosecurity alert, Sparrows
- 03.09.21 Email from 18th National Caravan Clubs Rally 2022, Newsletter No. 14

Outward:

- 24.08.21 Email to Cheryl & Peter Fatti, advising of their logon details for website
- 30.08.21 Email to all members, Committee meeting minutes from meeting held 26th August 21

- 31.08.21 Email to all members, 2021 AGM Asset List
- 31.08.21 Email to all members, flyer from Berkshire Mill Museum, advertising open day 23.10.21
- 01.09.21 Email to all members, State Rally August Bulletin
- 01.09.21 Email to Laurie Tyler from Helen Bizzill, approval for 1 year leave of absence from 13th May 21
- 02.09.21 Email to all members, revised Agenda for 2021 AGM
- 02.09.21 Email from RFDS advising of work done in state and asking for donations
- 02.09.21 Email to all members from Dept of Primary Industries & Regional Dev., biosecurity alert, Sparrows
- 03.09.21 Email to David Hiscock from Helen Bizzill asking David if he will be returning to the Club
- 03.09.21 Email to Paula Hiscock from Helen Bizzill asking Paula if she will be returning to the Club
- 03.09.21` Email to all members, Newsletter No. 14 from 18th National Caravan Clubs Rally 2022

Inward and outward correspondence moved by, Lyn Mitchell
 Seconded, Sharon Burge
 Carried

Treasurer's report: - Sharon Burge

- Maureen Lundy collected \$120 for donated merchandise and \$30 for new merchandise. Sharon will arrange to donate this money to the RFDS
- Sharon asked if members on leave of absence still had to pay their annual subscription and Helen Bizzill advised that every member had to pay their annual subscription even when they were on leave of absence
- Sharon advised that Associate Members are counted as individuals, and we currently have 6

Treasurer's Report moved by, Dianne Young
 Seconded, Helen Bizzill
 Carried

Membership Secretary's report: - Ian Moore

- A rally to Kalbarri has been arranged to take place straight after the Bindoon rally. Five vans will be attending, and all Club members were invited to attend. Ian will update the website with the rally information and arrange a report for the rally.

Action: Ian Moore

- Helen advised that David Hiscock has resigned from the Club and that Paula Hiscock would stay as a member. Ian to update records.

Action: Ian Moore

- David Hiscock asked in his letter of resignation, why he had not been offered a position in the Club as an Associate Member. After a discussion by the Committee, it was decided that David did not qualify to be an Associate Member but would be very welcome to apply to become a Full Member. Helen Bizzill will write to David and advise him of the Committee's decision.

Action: Helen Bizzill

- The Committee discussed our Facebook site, and it was decided that only current members could have access to the site.

Action: Cheryl Kent

Membership Secretary's report moved by, Sharon Burge
 Seconded, Helen Bizzill
 Carried

Rally Coordinator's report: - Brian Bizzill

- Nothing to report for this meeting.

General business: -

Previous meeting

- Roy Lundy spoke about the ACCWA bank balances and queried if they are all in term deposits. Helen has asked Roy to write to Ashley Hams, President.
Action: Roy Lundy, carried
- Laurie Tyler's 12 months leave of absence was approved by the Committee as of 13th May 2021, as per Laurie's request. Helen Bizzill will write to Laurie and let him know.
Action: Completed
- Ian Fullerton and Margot Nicoll were financial members up until 30th June 2020 and had not paid their membership for the 2020/2021 year. Helen Bizzill spoke to them earlier this year at which time they advised they would no longer be caravanning and wished to officially resign from the Club.

Dianne Young advised that Ian Fullerton had recently phoned to say that he was interested in rejoining Sandgroper Caravanners Inc. as Margot had now gone into full time care. The process of bringing Ian back into the Club was discussed and it was agreed that Helen Bizzill would prepare a draft email to Ian setting out the parameters for him to re-join the Club for Committee approval.

Action: Helen Bizzill

- The Club will donate 2 x \$50 gift cards for the State Rally raffle. One card will be purchased from Bunnings and the other will be a wish card.
Action: Completed
- Discussion & review of Sandgroper Caravanners Inc. Association By-laws **Section 5 MANAGEMENT, By-law No. 5.1.2** The By-law currently reads, The Management Committee shall consist of the Executive Committee and 5 elected Committee members.

Notice of Motion:

Helen Bizzill moved a motion that our Association By-law No 5.1.2 change to the following:

The Management Committee shall consist of the Executive Committee and a minimum of 3 and a maximum of 5 elected Committee members. The Quorum for a Committee meeting shall be 50% of the total elected Management Committee.

Motion seconded by, Dianne Young
Carried

Dianne Young to update By-law

Action: Dianne Young, carried

- Roy suggested that the Club complete the Expenses Form provided by ACCWA at the end of each rally. Helen advised that Brian often writes to caravan parks after we have left, and it would be good to notify each park of what the Club has spent.

Sharon had arranged a spreadsheet for the Bindoon rally, and it will be completed after the rally when all figures are collected.

Helen Bizzill will review the ACCWA spreadsheet and decide what would be best for the Club for future rallies.

Action: Sharon Burge & Helen Bizzill

This meeting

- The Committee discussed the Christmas Rally Program and Sharon Burge advised that she will be turning 70 on Thursday 25th November which is the first day of our rally. Sharon would like to have dinner at a restaurant on that night and invite all the members to attend.

It was decided that on Friday 26th we would have a BBQ dinner by the pool or lake and our Christmas meal would be on Saturday 27th at lunchtime. The Committee decided that we would have our Christmas gift giving at the caravan park this year and if members would like to participate, each member will need to provide a gift to the value of \$10, i.e. one gift per person. It was suggested that participating members be given a raffle ticket when they arrive at the Christmas gift giving and they would receive the gift with the same number as their raffle ticket.

The Committee decided that with so much to do in the caravan park including a café, and 2 swimming pools and so much to do in the local area that we would not arrange too many activities.

Brian & Helen Bizzill and Graham & Cheryl Kent will have a look at some venues for our Christmas lunch and for Sharon's 70th birthday and report back to the Committee.

Helen and Cheryl will complete the program.

Action: Helen Bizzill & Cheryl Kent

Meeting Closed: 11:09am

Next Management Committee meeting: February 2022 at Peppermint Grove Caravan Park

Signed as a true and correct record of the meeting:

President

Secretary

Date

Date

Attachments Nil