

**Sandgroper Caravanners Inc.**  
**Minutes of Management Committee meeting**  
**held at 29 Dunvegan Road, Applecross**  
**Tuesday 20<sup>th</sup> August 2019 at 2pm**



**In attendance:**

Ronnie Adams, Helen Bizzill, Ian Fullerton, Clelia Gough, David Hiscock, Margot Nicoll, Glenda Olesen, Helen Schell, and Dianne Young.

**Apologies:**

Alan Parkinson

**Meeting opened:** 2:10pm

David opened the meeting and welcomed all in attendance.

**Minutes:**

As all members had read the minutes from the meeting held on 1<sup>st</sup> June 2019 they were approved as correct.

Moved by, Ronnie Adams

Seconded, Helen Bizzill

Minutes from previous meeting accepted unanimously

**Key matters arising from minutes:**

There was a brief discussion about pro rata fees to be charged to new members and it was decided to leave it until the next committee meeting. A review of the By Laws may be necessary.

**ACTION:** David and Alan

The cost of the Anniversary Lunch is \$42 per person, each member and past member attending will pay \$20 each and the club will pay the balance of \$22 per person. David has arranged for a cake to be made with the Sandgroper logo on top and it will be served as dessert on the day.

Ronnie has completed the Anniversary Lunch invitations; they have been distributed and we currently have 58 people attending. Final numbers are due on 1<sup>st</sup> September and Ronnie will speak to the staff at the venue about decorating the room. Ronnie said that Merle asked if she needed to pay for lunch up front. It was decided that the money would be collected on the day and Glenda volunteered for the job.

**ACTION:** completed

Memorabilia board. Kevin Forbes has provided some photos and Helen has spoken to Margaret Kerrigan and she is also going to arrange some photos. It has not been decided if the current photos will be used on the board or if we will scan them and put them on a USB. Ronnie has arranged for some photo books to be printed and they will be displayed on a table on the day.

**ACTION:** Helen and Ronnie

## Correspondence:

- **Inward:**

- 04.06.19 National Rally newsflash
- 07.06.19 Associations Branch, Change of rules acknowledgement
- 21.06.19 National Rally newsflash
- 23.06.19 Associations Branch, Application form received
- 24.06.19 John Bradley, insurance certificate
- 15.07.19 Associations Branch, Extension of Transition
- 09.08.19 National Rally newsflash
- 13.08.19 Associations Branch, new notification
- 13.08.19 National Rally RSA request
- 03.07.19 National Rally Newsflash

## Outward:

Inward and outward correspondence moved by, Helen Bizzill  
Seconded, Ronnie Adams  
Inward and outward correspondence accepted unanimously

- **Treasurer's report:** - Alan Parkinson

- The Treasurer's report including, Profit & Loss, Financial Statements for Year Ending 30<sup>th</sup> June 2019, Financial Review Report, Comparative Balance Sheet, Asset Register and Inventory Summary was distributed to committee members on 14<sup>th</sup> August 2019.
- We currently have \$3,275.00 in the Westpac Bank.
- The Financial Review has been completed by Peter Celenza and the list of Club Assets has been completed by Alan Parkinson.

Treasurer's report and Financial Review moved by, Dianne Young  
Seconded, Helen Bizzill  
Treasurer's report and Financial Review accepted unanimously

- **Membership Secretary's report:** - Clelia Gough

- Clelia has recently sent out a list to all committee members informing them of how many rallies each member has completed. She is concerned that some members are not attending the minimum requirement of 3 rallies per year. Glenda suggested that we make a note in the Gossip and advise members that if they are unable to attend 3 rallies per year, they should apply for 12 months leave of absence.

Clelia will arrange a new list for the period July 18 to June 19 to establish which members are currently not attending 3 rallies.

**ACTION:** Clelia

- Bob and Diana Lengkeek have not attended a rally since November 2018. Clelia will contact them to find out if they still want to be members.

**ACTION:** Clelia

- Clelia will arrange badges for Alan and Lynne Kirby as they have completed over 50 rallies.

**ACTION:** Clelia

Membership Secretary's report moved by, David Hiscock  
Seconded, Dianne Young  
Membership Secretary's report accepted unanimously

- **Rally Coordinator's report:** - Ian Fullerton

- Ian advised the group that our rallies for 2020 are now complete and he is currently working on 2021. Ian is trying to ensure that we have rallies in the north, south and east. He said that the north is difficult as it does not have as many places to select from. Helen Schell said that we do not have enough rallies in the north. Glenda suggested that Helen Schell help out with some suggestions for the north or rallies that the club may be interested in.

Rally Coordinator's report moved by, Dianne Young  
Seconded, Glenda Olesen  
Rally Coordinator's report accepted unanimously

- **General business:** -

- David advised that today he had been notified that our Model Rules have been approved and we are now able to accept Associate Members. Dianne asked if \$10 was an appropriate amount for Associate Members to pay. David said that this membership does not have access to voting nor are they entitled to subsidies that full paying members are entitled too. Clelia is going to check the By Laws to confirm that the Associate Membership is correct. Helen suggested that at our Anniversary Lunch we ask if any past members would like to become Associate Members.

**ACTION:** Clelia

- Helen Bizzill advised that we currently have the following committee positions nominated for the upcoming 2019 AGM, Vice President, Rally Coordinator and 5 nominations for committee. Helen also advised that she will not be nominating for the position of Vice President this year. Helen Schell said she would like to give a vote of thank you to Helen Bizzill. Ronnie Adams seconded.

***Notice of Motion***

- Ronnie Adams proposed a motion that the voting of the committee members at the 2019 AGM be by secret ballot.

Motion seconded by Glelia Gough in accordance with Section 33 in Model Rules.  
Carried.

**Notice of Motion**

- Helen Schell proposed a motion to keep fees at the current rate. The current rate is \$75 per annum plus \$10 voluntary payment to RFDS.

Motion seconded by Dianne Young. Carried

- Helen and Brian Bizzill went to Woodman Point Caravan Park to check out the facilities for our Christmas rally. Helen said that the indoor seating would not be suitable for 30 people and suggested that we have lunch outside instead of dinner. Glenda said that we needed to hold a discussion on what members would like to bring.

Margot asked if we were going to buy Christmas presents this year and if we were playing Bad Santa with the presents. David said that we will vote on it at the AGM.

Dianne suggested that we go out for dinner this year seeing we couldn't all be seated.

- **Meeting closed:** 4pm
- **Next Management Committee meeting:** to be held in Albany at the National rally.

Signed as a true and correct record of the meeting: \_\_\_\_\_

Date: \_\_\_\_\_