

Sandgroppers Caravanners Inc.
Minutes of Management Committee meeting
Held at Brookton Caravan Park
Friday 24th November 2017 at 3pm



In Attendance:

Helen Bizzill, June Foote, Clelia Gough, Ron Halse, David Hiscock, Ian Moore, Mary Neale, Glenda Olesen, Dianne Young, Gerry Kerrigan, Margaret Kerrigan

Apologies:

Nil

Meeting Opened: 3.05pm

David opened the meeting, welcoming all in attendance to this meeting.

Minutes:

The minutes of the previous committee meeting held on 26th September 2017 at 19 Lockett Crescent, Winthrop were read out by Dianne.

Key matters arising from previous minutes:-

- Helen asked if the Club was paying for the Christmas dinner as it was not clear in the previous minutes. David said "yes" it was agreed at the last meeting.
- Helen informed the group that the AGM Minutes should be accepted by the entire Club at the 2018 AGM. David agreed, and the intent was to use the notes from the 2017 AGM to help set the agenda for the new Committee moving forward.
- Dianne to adjust the records to indicate that that the 2017 AGM Minutes to be adopted by all members at the 2018 AGM.
- A discussion took place regarding Executive Committee members signing paperwork at the Westpac Bank.

Moved Clelia

Seconded Mary

Minutes from previous meeting accepted unanimously.

Correspondence in: - Read by Dianne

02/10/17 – Email – Robert Thomas WAACCI – Minutes of Club Delegates Meeting and Caravanswest update

02/10/17 – Email – Derek Atkinson WAACCI – National Rally Registration Information & National Caravan Clubs' Rally Newsletter

09/10/17 – Email – Barry Upjohn – Confirmation of Christmas entertainment

11/10/17 – Email – Gerry Kerrigan – Draft Constitution from WAACCI

14/10/17 – Email – Peter Carter – Resignation from the Sandgroppers Caravanners Inc.

15/10/17 – Advertising Brochures – Bloom Festival 2017

15/10/17 – Letter- RFDS – Requesting support & offering merchandise for sale

02/11/17 – Email – Confirmation of purchase of QuickSSL Premium order

02/11/17 – Email – TPP Wholesale – Advising that we will receive an approval link to confirm order of our digital certificate for website

02/11/17 – Email – TPP Wholesale – Instruction to approve our order to purchase digital certificate for website
03/11/17 – Email – Gary Fitzgerald – requesting emails from TPP Wholesale
14/11/17 – Email – Helma & Henry Gielingh to Ian Moore requesting information on Christmas Rally
19/11/17 – Email – StatCounter Report for Sandgropers Website

Correspondence Out: Read by Dianne

18/10/17 – Email – Peter Carter & Ruth MacKenzie – Acknowledgement of Resignation
14/11/17 – Email – Helma & Henry Gielingh – From Ian Moore regarding information for Christmas Rally
20/11/17 – Email – Gary Fitzgerald at My Expressions – requesting a Skype time for website assistance

Inward and outward correspondence moved by David
Accepted Glenda

Treasurer's report – Mary

Key Business arising:-

- Mary tabled report dated 8th November 2017. The report included Profit & Loss and list of 3 payments paid.
- \$1,171.18 in the Westpac Bank and \$4,400 in the ING.
- Members that provided food for Christmas Lunch this year will be reimbursed. Mary to provide David with an outline of what the payments are going to be.
- Permission to make payments granted.

Moved Ian

Seconded Clelia

Treasurer's report accepted unanimously

Membership Secretary's report – Clelia

Key Business arising:-

- Clelia received a list from WAACCI that contained names of potential new club members. Clelia has followed up all leads.
- Clelia tabled a report that shows the existing wording on our website under "Become a Member" Clelia believes we could improve on it and gave a suggestion on what we could replace it with. Committee to read and discuss at next meeting.
- New membership
Peter and Margaret Celenza – Accepted
Henry and Helma Gielingh – Accepted
- Discussion took place over some new badges that need to be ordered for the Kirby's and the Gielingh's, Clelia to organise.

Moved Helen

Seconded Glenda

Membership Secretary's report accepted unanimously

Rally organizers report – Ian

Key Business arising:-

- Ian has picked up keys for the hall.

- A discussion took place over length of rallies. Ian has been starting rallies from Thursday on the website. Ron said that it extended the rally and made more work for Venue Officers. David suggested rallies should be from Friday 5pm to Sunday 10am and longer on long weekends.
- Glenda suggested we go to Potters Gorge near collie for an OBT.
- Bunbury Glades and Cevantes was suggested for our 2018 Christmas rally. Miami Caravan Park was suggested for a rally.
- Moore River has requested that we prepay 1 night in advance for vans booked. Ian needs to speak to them re capacity for numbers and large vans.
- The hall at Jennacubine has been booked and a deposit needs to be paid. Ian to arrange.
- Clelia presented a certificate to show that 13th September 2019 is the 20th year of the Sandgroppers Caravanners Inc. Date is close to the National rally.
- Venue Officers required for most rallies in 2018. Clelia to complete a spreadsheet on who has been a Venue Officer in the past couple of years.

Moved Helen

Seconded Glenda

Membership Secretary's report accepted unanimously

General business

- A discussion took place over club uniforms, cost and ease of ordering. June to investigate a new supplier and speak to Maureen Lundy.
- Dianne suggested business cards and presented a sample. Cost would be under \$30 for 250 cards. Dianne to produce more samples and present to committee
- Clelia proposed that we go ahead with business cards. **Action:** Dianne to provide more samples of business cards for committee selection

Clelia's proposal moved Dianne

Seconded Mary

- It was suggested that we send our Newsletter to Eddy Tamlin each month and to some of the towns that we visit for them to publish in their local paper.
- Gerry and Margaret spoke to the Committee about the new constitution and put forward ideas from other clubs. The Committee decided unanimously that the new constitution would be reviewed by the Sub Committee. David has spoken to Brian Bizzill he has agreed to be part of the Sub Committee.
- Dianne has had training on the website and will pass on what she has learnt to Clelia and Ian.
- Doris Friend has applied to have 12 months leave of absence. Dianne to write to Doris Friend and Helen to call her.
- David to acknowledge Kevin Forbes's appointment as Vice President WAACCI at the opening of the rally today at 5pm.
- Chris Young has been asked to become a delegate from our Club at WAACCI. He has accepted.
- The Committee discussed the request for the Sandgroppers to co-ordinate the Caravan and Camping show in March 2018. It was decided that the Sandgroppers would not take up this offer due to our current involvement in the National Rally and at WAACCI level.

Next meeting

- Saturday 3rd February 2018, Binningup Caravan Park at 10:30am

Closure – 5.10pm