

Sandgroper Caravanners Inc.
Minutes of Management Committee meeting
held at Maranup Ford Caravan Park
Saturday 25th July 2020 at 11am



In attendance:

Brian Adams, Brian Bizzill, Alan Kirby, Cindy Jordan, Roy Lundy, and Dianne Young

Apologies:

Sharon Burge, Thelma Forbes and Helen Schell

Meeting opened: 11:10am

Minutes:

All members have received and read the minutes from the meeting held on 27th May, 2020 and they were approved as correct.

Key matters arising from minutes:

Dianne advised that the minutes from our last meeting, General Business, This Meeting, had the AGM shown as being scheduled for Saturday 26th September, 2020 and a brunch scheduled for Sunday 27th September, 2020. Both of these dates are incorrect, the AGM is scheduled for Saturday 19th September, 2020 and the brunch Sunday 20th September, 2020.

Moved by, Cindy Jordan

Seconded, Alan Kirby

Carried

Correspondence:

Inward:

- 21.05.20 Email from Richie Palmer with information from NACC meeting.
- 25.05.20 Email from Gary Fitzgerald, My Expression, advising that our email address has been updated
- 26.05.20 Email from John & Sue Moriarty requesting information on joining our club.
- 06.06.20 Email from Richie Palmer advising that 2020 State Rally has been deferred & a copy of the Coromal Windsor October Newsletter
- 06.06.20 Email from Elva Littlely advising that Arthur is in his final stage and that she is unsure what her attendance will be in the future.
- 09.06.20 Email from Richie Palmer advising that WAACCI now has its own Facebook page
- 10.06.20 Email from 18th National Caravan Clubs Rally 2022 requesting correct name & spelling of clubs
- 11.06.20 Email from Richie Palmer with an account for our Public Liability Insurance 30.6.20 to 30.6.21
- 18.06.20 Email from David Hiscock advising of his resignation from Committee as President and requesting an extended leave of absence

- 19.06.20 Email from Richie Palmer providing a copying our the WAACCI Community Organisation Insurance
- 20.06.20 Email from Richie Palmer advising that our Associate Members are covered under the Community Organisation Insurance providing they are at a Club organized rally or volunteers.
- 22.06.20 Email from 18th National Caravan Clubs Rally 2022 thanking us for our response.
- 23.06.20 Email from Richie Palmer advising that the Delegates meeting scheduled for 15th July has been postponed and he also requested that we send Russell McKinnon a copy of our rally list for 2020 and 2021, this will assist him with approaching advertisers for the magazine.
- 27.06.20 Email from Sue Moriarty advising that she would like to cancel her order for a Sandgroper Jacket
- 27.06.20 Email from WAACCI, GORV Issue No. 40
- 28.06.20 Email from 18th National Caravan Clubs Rally 2022, Newsletter No. 4
- 01.07.20 Email from Russell McKinnon advising that the Caravan & Camping Magazine will be ready for collection this coming week.

Outward:

- 26.05.20 Email to Brian Adams from John & Sue Moriarty requesting information on joining our club.
- 06.06.20 Email to all members advising that 2020 State Rally has been deferred & a copy of the Coromal Windsor October Newsletter
- 09.06.20 Email to Elva Littlely saying how sorry we all are to hear that Arthur is so unwell
- 20.06.20 Email to all members advising that WAACCI now has its own Facebook page
- 20.06.20 Email to Sharon Burge with an account for our Public Liability Insurance 30.6.20 to 30.6.21
- 20.06.20 Email to Richie Palmer advising that we have 7 Associate Members that we need to have covered by the Community Organisation Insurance
- 20.06.20 Email to Sharon Burge advising that I have asked Richie Palmer to arrange insurance for our Associate Members as well.
- 21.06.20 Email to members from WAACCI providing a copying of the Community Organisation Insurance
- 22.06.20 Email to all members advising that our By-laws have been revised and uploaded to our website & attached to the email is a copy of the new By-laws, revision no. 5.
- 27.06.20 Email to all members, GORV Issue No. 40
- 27.06.20 Email to Russell McKinnon, a copy of our Rally List for 2021.
- 28.06.20 Email to Sue & John Moriarty advising that I've notified Maureen about the jacket
- 28.06.20 Email to Maureen Lundy advising that Sue Moriarty has cancelled her jacket order.
- 28.06.20 Email to all members, 18th National Caravan Clubs Rally 2022, Newsletter No. 4
- 30.06.20 Email from Brian Bizzill to Nat at Four Season's Resort Busselton, thanking them for a great weekend and making the games room available to us for the rally.
- 02.07.20 Email to Chris Young advising that the Delegates meeting scheduled for 15th July has been postponed.
- 07.07.20 Email to Russell McKinnon arranging for me to collect the Caravan & Camping Magazines.
- 13.07.20 Email to all Committee members, information from NACC meeting requesting Clubs to join program

Inward and outward correspondence moved by, Roy Lundy
 Seconded, Dianne Young
 Carried

Treasurer's report: - Sharon Burge

- Dianne received apologies for absence from Sharon. Sharon will circulate the Treasurer's report when it is completed.

Membership Secretary's report: - Brian Adams

- At our last rally we made up 16 visitor's badges. The Wales and Seaman's, they did not attend, a Geraldton couple, Annette & Ken Messenger, Laraine & John Allen, Sue & John Moriarty, Laurie Tyler and Trish Wilson, Jill Ambrosius and Barry Jordan as he had lost his badge.
- At this stage it looks like we will have 3 new members by the AGM. These being, Jill Ambrosius, Ken & Annette Messenger and Laurie Tyler & Trish Wilson.
- Robyn & Dennis Omancini, Laraine & John Allen and Sue & John Moriarty will be missing for a couple of rallies but Sue & John Moriarty have booked and paid their fees for the Nambung Muster.
- We have had an enquiry from Lyn & Ron Mitchell this weekend.
- Ken & Annette Messenger, Jill Ambrosius, and Laurie Tyler & Trish Wilson have all applied to join the Club and Brian has had badges made for them. Roy asked the Committee were happy to accept these three members into the Club. The Committee agreed to have them join.
- Brian has changed the badges to a magnetic back and he has had a badge made for Kevin & Thelma Forbes for their 175th rally. The cost being \$17.00 and he now needs to order another.
- Receipts from Brian Adams were given to Dianne Young to forward to Sharon Burge for payment.

Membership Secretary's report moved by, Cindy Jordan

Seconded, Alan Kirby

Carried

Rally Coordinator's report: - Brian Bizzill

- Nannup has 10 van attending, this includes 8 members and 2 visitors. The visitors are John & Laraine Allen and Laurie Tyler and Trish Wilson.
- Brian hopes that everyone has paid for the Nambung Music Festival and he will ring and check. Visitors John & Sue Moriarty will be joining us as well.
- A discussion was held about visitors having access to the web site. It was decided that it would remain as is.

Rally Coordinator's report moved by, Dianne Young

Seconded, Brian Adams

Carried

General business: -

Previous meeting

- David tabled a draft By-law for pro rata fees for new members. A motion was moved and the committee accepted the draft By-law. David has completed the update to the By-laws, they have been checked, approved by Roy, loaded onto our website and distributed to all members. Dianne has given Helen Bizzill a copy of the By-Laws, Model Rules and other Sandgroper paperwork for future reference.

Action: Completed

- As requested, Dianne has liaised with Helen Schell and completed the program for the AGM rally. The program was emailed to the Committee for review and all attending members were happy with the changes. Dianne to email the program to Ronnie Adams for distribution with the next Gossip and email to all members will the AGM information.

Action: Dianne Young

- 1) Helen has arranged for us to use the Activity room for no charge on Saturday 19th September, 2020 from 12:30pm to 4:30pm for us to hold the AGM. Helen thinks that the room may have enough chairs for us and if not, we will need to provide some more.

Action: Completed

- 2) Helen has received the following quotes for rides on the sand dunes. Quad bike with 2 people \$30 per person for half an hour. 6-seater buggy with seat belts etc. \$30 per person for half an hour. The Committee has agreed to have it on the program and we will need to collect numbers for bookings. Dianne to arrange with Helen Schell.

Action: Dianne Young & Helen Schell

- 3) Catering for AGM afternoon tea. Helen received a quote from the café over the road from the caravan park for sandwiches, \$5.50 per round, and a slab of carrot cake is \$150. It was decided that we would purchase approximately 18 rounds of sandwiches which will cost \$99.00 but not the cake. Maureen Lundy offered to help with the afternoon tea and it was agreed that Maureen, Dianne & Cindy would arrange cakes, and other items required, tea, coffee, sugar, etc. Check with Helen Schell about oven facilities at the caravan park and if Helen still has an oven could we please borrow it.

Action: Maureen Lundy, Cindy Jordan & Dianne Young

- 4) Catering for Sandgroper Pancake Sunday. Dianne spoke to Kel Olesen and he would like to arrange the pancake mixture and making of the pancakes along with Ronnie Adams. Cindy Jordan will arrange all of the toppings for the pancakes.

Action: Cindy Jordan

- New member forms and fees were discussed again and it was agreed that some amendments needed to be made. The following procedures should be followed; -

- 1) The process starts with an invitation to participate in 3 rallies of their choice. A **non-refundable nomination fee** of \$40.00 is due at the start of the process and a Nomination/Application Form is required to be completed. When the paperwork has been completed, the Membership Secretary must email the Treasurer a copy. The Treasurer can then send the potential new member a receipt when funds are received.
- 2) At the 3rd rally, all being well, a position available and Committee approval, the potential new member will become a member. The new member will receive, a name badge and a Membership Pack. The Membership Secretary will need to be advise the Treasurer that we have a new member and the Treasurer can then forward an account for membership.

Action: New Membership Secretary & New Treasurer

- Dianne has correspondence from July 2013 and it was decided by the committee that 2 years of correspondence could be destroyed. Dianne has found in the Model Rules that under Section 67, ***Custody of books and Securities***, (4) it states that, the books of the Association must be retained for at least 7 years. Dianne will not destroy any correspondence.

Action: Completed

This meeting

- David & Paula Hiscock requested an extended leave of absence. 12 months leave of absence was granted by the committee. Roy to write to David and Paula and advise.

Action: Roy Lundy

- Information from NACC meeting requesting clubs to participate in collection of data. After a discussion the Committee decided that we would not participate at this time.

Action: Completed

- Elva Littlely is unsure what her attendance will be in the future as Arthur is unwell. Should we consider 12 months leave of absence. 12 months leave of absence was granted by the committee. Roy to write to Elva and advise.

Action: Roy Lundy

- It was decided to leave Club Uniforms to the new Committee.

Action: New Committee

- Cindy asked if rallies in the future could be north in winter and south in summer and especially June, July and August. It was also suggested that perhaps we could have a Christmas in July lunch.

Action: Brian Bizzill to consider when planning

Meeting Closed: 12:55pm

Next Management Committee meeting: AGM

Signed as a true and correct record of the meeting:

President

Secretary

Date

Date

Attachments

Membership Secretary's report.