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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.1 (2018-19)**

**4pm, Wednesday, 11 July 2018**

**Visitor Information Centre**

**Present:** Peter Smith, Sue Robertson, Bill Moore, Tony Bawden, Hester Woodrup, David Digby, Jeff McLean

**Apologies:** Nil

**Confirmation of Minutes of Previous Meeting:**

Board Meeting No. 12 of 13 June 2018 –

Moved – Bill Moore, seconded Tony Bawden – carried.

**Business Arising from Previous Minutes:**

Corporate Membership – Bill has developed a plan and wants to have a discussion with the Rotary Club of Geelong prior to implementation. – *Bill is still working on a proposal. - This issue is an element of the update of the constitution. -* Bill to address with Constitution update sub-committee.

Armistice Centenary Grants Program – Application submitted and we are awaiting a decision from Department of Veterans Affairs. Port Fairy RSL has replied to our letter and stated that they wish to be advised regarding any ceremonies that might be planned for 11 November 2018. – In train. We are still waiting to hear if the application is successful or otherwise. – Application for $3000 successful. We now need to liaise with the RSL re the wording on the plaque and tree guards and any ceremonial issues. Suggested that council may be able to help with tree guards. Letter from Darren Chester MP states that Grant documentation for us to complete to formally accept the offer will arrive shortly.

NYE BBQ and Retro Race – Sue Robertson will form a sub-committee to follow-up on issues regarding the baristas race. - Sub-committee formed of Sue Robertson, Hester Woodrup and Margaret Broers.

Constitution update – Secretary considers this to be too complicated and will contact McKean Park for advice. Instruction sheet received from Mckean Park for discussion. Sub-committee formed to further the matter – Bill Moore, Sue Robertson, Peter Smith, Michael Crowe and Adrian Crosier. – Bill to arrange a meeting of the sub-committee.

Risk and skills assessment for future service projects. – Michael Crowe and David Digby to review current risk assessment form. – In progress.

New signs for Lighthouse Tours – In progress. Determined that a review of all club signs is needed in terms of wording and structure. – Need to include permanent signs on Skene’s Rd which needs to be double sided. We also need a new table cloth for raffles and other public events. Secretary to order.

Golf Day 2019 – Adrian Crosier will contact Port Fairy Golf Club Captain Graham King re our request for a date in April. – Contact made. Date of 26 April is fine. Sue to post on Facebook. Publicity flyer with details needs to be designed. Golf sub-committee to meet and commence arrangements.

**Correspondence:**

**In**:

Department of Veterans’ Affairs – email advising successful Armistice Centenary Grant Application - file

Darren Chester MP, Minister for Veterans’ Affairs – Letter advising approval of $3000 from Armistice Centenary Grant Program to Rotary Club of Port Fairy. – awaiting further documentation to formally accept the offer. - file

**Out:**

Port Fairy Football Netball Club – Thank you for use of Footy Club on our July Social night.

Moved that correspondence be accepted and actions approved – Jeff McLean, seconded Hester Woodrup – carried.

**Director’s Reports:**

**President:**

In order to involve members more in meetings in future the Invocation will be shared around. And, further to this, members will be asked to MC future meetings. If accepted this will be done on a rostered basis as per the teams set up for social nights.

Sue would also like to try to increase Rotary’s presence, visibility and standing in the community.

Her focus for fundraising this year will be Moyne Health Services, the project designated by the District Governor’s wife, that is, Motor Neurone Disease and the Bandari Project.

On the community side of things Sue would like to increase our interaction with the local primary schools and perhaps be involved in a joint community project.

Club Assembly has been scheduled for 13 August.

**Secretary:**

The roster for Social Nights has been updated and will be emailed to all members and Secretary will write to Moyne Shire to request dates for the sale of raffle tickets in Sackville Street.

**Treasurer:**

Treasurer has contacted Bendigo Bank re moving accounts there following the closure of the NAB branch at the end of the month. There will be no account fees and a community eftpos machine is available for use. Moved that transfer to the Bendigo Bank be approved – Jeff McLean, seconded David Digby – carried.

Financial statements for the year to 30 June and the month of June 2018 were tabled. Bank balance at 30 June was $4,602.94.

Moved that payments be ratified – Jeff McLean, seconded Bill Moore – carried.

**Service Projects:**

David to contact Martyn Syme to discuss specifics regarding tree planting at Battery Hill on 12 August.

Meals on Wheels scheduled from 20 to 24 August.

**Membership:**

Hester would like to get a few other members involved in the attempt to recruit new members and will follow-up on this. She would also like to get a story about Port Fairy Rotary in the local papers and perhaps hold a casual social event and invite members of the community.

**Public Relations:**

Nil

**Youth:**

The club’s RYLA participant Amy van Someren was scheduled to speak about her RYLA experience last Monday. She failed to appear but had notified Tony Bawden earlier on Monday that she was away for a job interview and would be unable to attend.

**Fundraising:**

The prize from last year’s Spring Raffle is still to be collected. Adrian will be asked to contact the winner and ask if he would prefer a cheque in the mail in preference to the goods that were offered.

The sale of tickets for the Spring Raffle this year will be extended to Open Garden’s Day and the Raffle will be drawn on that day.

The proposed date for Open Garden’s Day is Sunday, 4 November.

The staging of an OpShop fashion parade was suggested as a fundraiser by Hester. This will be discussed at the dinner meeting on Monday, 16 July.

**Preserve Planet Earth:**

Thirteen Norfolk pines were planted in the Botanic Gardens as planned.

Tree planting scheduled at Battery Hill on 12 August.

Moved that reports be accepted – Bill Moore, seconded David Digby – carried.

**General Business:**

2018-19 Rotary Citation – The Board selected the following Citation goals to achieve in 2018-19:

**Support and Strengthen Clubs**

* Achieve a net gain of one member
* Have at least 60 percent of Club members report their birth dates through My Rotary
* Maintain or improve your Club’s retention of current and new members
	+ Improve your Club’s retention rate by one percentage point

**Focus and Increase Humanitarian Service**

* Increase the number of members involved in service projects
* Hold an event to raise funds for, or to increase awareness of, Rotary’s work towards Polio eradication
* Conduct a significant local or international service project in one of Rotary’s six areas of focus

**Enhance Public Image and Awareness**

* Use Rotary’s brand guidelines, templates, People of Action campaign materials and related resources
* Arrange for the Club’s members to talk with the media to tell your Club’s and Rotary’s story
* Sponsor a Youth Exchange student or RYLA participant

Club Assembly is scheduled for 13 August

Quiz night in October – this is fine but will be a fundraiser and not a Social Night.

Jazz Festival venue to be staffed - The Jazz Festival will not use St Patrick’s Hall as a venue in 2019 and has asked us to staff the entrance at either the Drill Hall or the Senior Citizen’s Centre. The Drill Hall is the preferred location. Marg Broers to be advised.

**Diary Dates**

11 July – Board Meeting

15 July - Skenes Rd clean-up

8 August – Board Meeting

12 August – Battery Hill tree planting

20 to 24 August – Meals on Wheels

1 September – Spring raffle

12 September – Board Meeting

24 September – DG visit

**Meeting Close**: 5:37pm

**Next Board Meeting:** Wednesday, 8 August 2018 at 4pm.