****

**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.5 (2018-19)**

**4pm, Wednesday, 14 November 2018**

**Visitor Information Centre**

**Present:** Sue Robertson, Hester Woodrup, Jeff McLean, Peter Smith, Tony Bawden

**Apologies:** Bill Moore, David Digby

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 4 of 10 October 2018

Moved Jeff McLean, 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. – Bill has obtained information from Rotary Club of Geelong. Decision taken to postpone constitution update until after the April 2019 Council on Legislation. This proposal is to be discussed with the DG on his upcoming visit. – Ongoing – no change

Armistice Centenary Grants Program –Margaret Whitehead has talked to the RSL re ceremonial issues. David reported that the trees have been delivered and was very happy with the quality and size of the trees. He is meeting with a representative from the Moyne Shire to look at the location of the trees. If the trees are within the Botanic Gardens, it may be better to replace the guards with seats. A discussion is to be held with Margaret Whitehead regarding an official person to perform the unveiling at the 11 November ceremony. Sue thanked David for his work on this project. – The two Moreton Bay Figs will be planted on Friday, 12 October. – Installation complete apart from solid tree guards which need to be purchased and installed as per the terms of the Armistice Grant Agreement. The Board has agreed to do this. Treasurer to obtain invoices and expense details from David.

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. – Sue and Margaret met with Moyneyana to discuss race details and participants. Details are still to be finalised. – Sue to contact Reg Harry. Hester questioned the need for a NYE BBQ given the extra BBQ scheduled for the Lighthouse in November. Considered opinion was that we should still have NYE BBQ. – The event is to be known as ‘The Moyneyana-Rotary Coffee Run’ and a ‘Perpetual Cup’ designed and made by Meg Finnigan will be the winner’s trophy.

Risk and skills assessment for future service projects. – Michael Crowe and David Digby to review current risk assessment form. – In progress. – no change.

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. – Secretary to prepare and a send notice of event to other Clubs and the Rotary Golfing Fellowship. A Golf Day flyer has been produced and sent to last year’s participants, Rotary Golf Fellowship and the Secretary of District 9800 who will include it in their events bulletin. More work will be done when Peter returns. – Peter and Adrian still to meet. Flyer to be sent to Sue for inclusion on Community Facebook page. – Planning meeting to be held soon and Secretary to send the flyer to Pauline Stewart for inclusion on the District website.

Port Fairy Folk Festival 2019 agreement. Still needs to be signed. Awaiting board approval for back gates now that Margaret has provided the hours. We will then need to be advised what additional payment the Club will receive. It was agreed that the Rotary Club would undertake the additional shifts as offered. Margaret is to be advised accordingly. – Waiting on a reply from Margaret Whitehead re a new agreement. – New agreement received. Remuneration for 2019 Festival to be $1820. Secretary to complete and submit agreement.

Contribution to Consolidated School for assessment of students with learning difficulties. Sue to follow up next term. – In progress - Postponed to next year.

Establishment of Rotaract Club in conjunction with Warrnambool Clubs. An information session for prospective members is to be held at 6.30 on Wednesday 7 November 2018 at the Flying Horse in Warrnambool. A flyer has been produced and is to be circulated around the district. – There has been one hit on our Facebook page. Sue will look into ‘Boosting’ the Facebook exposure. – Tony Bawden to follow-up on outcomes from the 7 November event.

Club Citation Goals – Referred to DG. Awaiting reply

**Correspondence:**

**In**:

Moyne Shire – Future Capital Works Presentation January 2019 - file

Donations in Kind shipping appeal – Secretary to contact DIK re transport of goods to Geelong

Lifeline re their Port Fairy Book Fair – Secretary to advise that we are unable to assist

Port Fairy Consolidated School re their Awards Night – Sue to attend

Darren Chester MP – Apology for Armistice Day - file

Dan Tehan MP – Apology for Armistice Day - file

Roma Britnell MP - Apology for Armistice Day - file

Cr Mick Wolfe, Mayor of Moyne Shire – Acceptance for Armistice Day - file

James Purcell MP - Acceptance for Armistice Day - file

District News item re MOU for District Grants – AG advised of concerns - file

Dept of Justice – Renewal of registration as a Fundraiser – Secretary to complete

Moyne Shire – Shelley Firth re Youth Colour Fun Run – Meeting with Shelley at 9am on Friday, 16 November

PFFF – Agreement for 2019 Festival – Secretary to submit

**Out:**

Moyne Shire – Renewal of registration of food premises.

Neil Sproal – Re Leave of absence and eventual transfer to Rotary Club of Echuca-Moama

Geoff Coxall re his resignation

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

**Director’s Reports:**

**President:**

Sue thanked everyone for their efforts on Sunday at the plaque unveiling and commented on the great publicity the Club has received recently.

Social night charges in future will be limited to $20 and an event such as a card or games night will be considered.

Xmas break-up menu – Chicken Kiev and Seafood risotto are the main courses and Xmas Pudding and Lemon Tart are the sweets.

John Clue has requested that the Club nominate him for the position of District Governor for 2021-22. A motion to this effect will be put to members at the normal meeting on Monday, 26 November.

AGM – one more Director is needed. Hester will be asked to do Youth/PR

**Secretary:** Nil

AGM is on Monday, 19 November

**Treasurer:**

Profit and Loss for October and July to October, Balance Sheet, Reconciliation Summary and Reconciliation Detail were tabled. Net Income for October was $9,364.75 and Total Equity at 31 October was $17,390.71.

The Financial Audit for the year ended 30 June 2018 was also tabled.

The Rotary Drought Appeal will be sent $1000.00

Moved that payments be ratified Sue Robertson, seconded Peter Smith – carried.

**Service Projects:**

Treasurer to liaise with David re Armistice Grant.

**Membership:** Nil

**Public Relations:** Nil

**Youth:**

The Club was advised that Lisa is unable to attend RYLA as she is not 18 years old.

**Fundraising:**

Car raffle sales are ongoing but only 10 or 12 books are left. Recent Lighthouse tours and BBQs have been very successful.

**Preserve Planet Earth:** Nil

Moved that reports be accepted Sue Robertson, seconded Jeff McLean – carried.

**General Business:**

Installation of tree guards for Moreton Bay Figs as detailed in the Centenary of Armistice Grant application. – The Board agrees that this needs to be done.

MOU for District Grants – AG John Clue advised of the Club’s concerns and will follow-up.

**Diary Dates**

19 November - AGM

26 to 30 November – Meals on Wheels

29 November – Mark Balla talk at Warrnambool Football Club

10 December – Christmas Break-up

12 December – Board Meeting

**Meeting Close**:

**Next Board Meeting:** Wednesday, 12 December 2018 at 4pm.