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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.8 (2018-19)**

**4pm, Wednesday, 13 March 2019**

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

**Apologies:** Nil

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 7 of 13 February 2019

Moved Tony Bawden seconded Hester Woodrup - carries

**Business Arising from Previous Minutes:**

Corporate Membership – No change

Armistice Centenary Grants Program – 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. – In hand. – David is arranging metal tree guards. Tree guards have been ordered and are to be installed by Moyne Shire.

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 – Flyer and entry form are on the District web site and have been sent to District 9800 to be included in their bulletins for Melbourne Clubs. Letters requesting sponsorship have been printed and are being distributed by Bill, Adrian and Peter. Letters have been distributed and a couple of positive responses received. Follow-up action is now required.

Contribution to Consolidated School for assessment of students with learning difficulties. Sue to follow up next term. – In progress - Postponed to next year. – Sue will be meeting the Principal in the next week or so to discuss this issue and also helping with the Stephanie Alexander kitchen. – The school would like help in the kitchen on Tuesday, Wednesday and Thursday and also help in the garden to the end of term 1. The duration of each session is unknown. Sue to follow-up and is keen to proceed if members are willing. Will present to Monday’s meeting to establish the willingness of members.

Establishment of Rotaract Club in conjunction with Warrnambool Clubs. An information session for prospective members was 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. – No new information has been received. – Information on Facebook that can’t be accessed. Tony to follow-up to see if the issue is still alive. – No further information received.

Suggestion that some of the club’s funds be used to subsidise membership fees. – Article 38 of the Club Constitution ‘Not for Profit’ seems to specifically disallows this, however there is an element of uncertainty. Other ways of reducing costs to members will be examined such as: fortnightly meetings, continuing weekly meetings but only having a meal fortnightly. Secretary to provide a list of possibilities to members for discussion. – See General Business.

Debit card linked to the Club account – Treasurer to follow-up. Not possible without opening a new account. Decided not to proceed.

Funds from Bohemian Rhapsody – To be followed-up at the Group 5 meeting. Followed-up by John Clue. The funds have been forwarded to the District as per ticket sales.

Community Peace Award – The concert was a success. All Peace Award nominees were awarded a certificate on the night and a pin that will be presented by the nominating Rotary Club.

Baristas Race Debrief with Moyneyana – Still to happen.

Fundraiser Film for Queensland Flood Relief including Drinks and Nibbles and Power point presentation on Rotary. The preferred option is to donate to a Victorian disaster relief fund. The film ‘Green Book’ and the theatre have been booked for 3 May.

Interclub Fitness Activity Challenge from 14 to 22 March, that is, just before the District Conference. – Sue will email a reminder to members and friends.

Sponsorship of Bandari school student. Done.

Xavier Cassidy scholarship – Agreed in principle to participate. Considered that arrangements should be made with Consolidated School since that is where Xavier was educated. – No further information received.

**Correspondence:**

**In**:

Josh Cherry of APL Healthcare Supplies re Defibrillator Pads – Secretary has rung and will ring again.

The Rotary Foundation re District Grants – Sent of Jo Levey. - file

RI Southern Districts Shine on Committee – Invitation to Shine on Recognition Ceremony on Sunday, 7 April - file

Donations in Kind - Adopt a Bed Project - file

South West Community Energy about funding of a Renewable Energy Van – Hester to ask Genevieve to be a guest speaker

Moyne Health Services – Thank you for the piano - file

National Youth Science Forum – Tony Bawden

DG – Notification that John Clue was selected as DG nominee for 2021-22 – file

Belfast Aquatics, Anne McIlroy – Request for funds to purchase a Hoist Lift Aid Patient Lifter. Two quotes received. The Board agreed to purchase the equipment at a cost of $3,380. Secretary to write and advise Belfast Aquatics. Sue to contact Anne to finalise details.

**Out:**

Warrnambool Rotary Community Peace Awards – Nomination of Margaret Cavalieri

Memoriam Power Point slide for PP Ken Lemke for display at District Conference

Moved that correspondence be accepted and actions approved Bill Moore, seconded David Digby – carried.

**Director’s Reports:**

**President:**

Sue thanked everyone for the excellent work done over the weekend and advised that a phone call had been received from Rotary Club of Frankston. They will be in Port Fairy at the time of the District Conference and wish to attend our meeting on 25 March. Various venues and ideas were discussed (BBQ at Sue’s, Yacht Club) but it is difficult to make an arrangement without knowing how many people will attend. Secretary to contact Yacht Club re costs of using that venue. Sue to contact Frankston to try and ascertain numbers.

Letter from Belfast Aquatics – see Correspondence.

Sue requested that all members bear in mind the positive effects of having guest speakers and asks everyone to provide suggestions to Hester.

Trish Blythe is injured. Secretary requested to send a get well soon card.

Pleasing to see everyone wearing their new Rotary shirts. Suggest that we arrange similar for Friends.

**Secretary:**

Secretary will be attending MDPELDS in Ballarat over the weekend.

**Treasurer:**

Profit and Loss for February and July to February were tabled. Complete financial documents will be emailed shortly.

Funds from the Youth Colour Run in January are still to be received. Secretary to contact Shelley Firth of Moyne Shire.

Moved that payments be ratified David Digby, seconded Bill Moore – carried.

**Service Projects:**

Painting of bollards at Charles Mills reserve. David to arrange a date.

Meals on Wheels is scheduled from 18 to 22 March. Roster is full.

**Membership:**

Hester will contact John Wright who attended a dinner meeting recently.

**Public Relations:**

There was a good article in the Warrnambool Standard on Paul Harris Fellow, Geoff Coxall.

**Youth:** Nil

**Fundraising:**

OP Shop Fashion Parade is scheduled for 15 May at 2pm at the William Street Church Hall. Cost is $15. Debra Digby has prepared a publicity poster for the event.

**Preserve Planet Earth:** Nil

Moved that reports be accepted Hester Woodrup, seconded Peter Smith – carried.

**General Business:**

**Jill and Maureen re the Folk Festival BBQ:**

Jill and Maureen reported on a number of issues at the Folk Festival BBQ. In summary these were:

* That there is a need to have five people rostered on during lunch time
* That sausages need to be ready to go at 9am as this is when people started asking for them
* That there needs to be set up and take down crews rostered
* That only freshly purchased sausages should be used and not frozen sausages saved from previous BBQ’s
* That the event should be staffed by club members and friends only
* That a mud map with rules for running the BBQ need to be displayed
* That the number of utensils and other gear needs to be kept to a minimum

Maureen dealt with the Council Health Inspector who was not satisfied with the arrangements in place for hand washing. The following points were raised:

* That there needs to be a properly equipped wash station – hand wash, disinfectant hand wash, towels and a proper source of water. These items cannot be moved to other locations
* That staff need to wash hands on arrival and mid-way through their shift
* That people who are cooking need to wash their hands several times
* That the person cooking cannot serve or handle money

It was suggested that the club provide training on how to run a BBQ and that only those that have completed this training will be allowed to work at BBQ’s.

It should also be noted by members that Jill and Maureen comprise the BBQ sub-committee and have completed the appropriate training re the preparation and cooking of food. The Board has decreed that their word is law and should be automatically obeyed. Thank you.

**Paul Harris Fellows:**

It was suggested that the Club consider recognising a member of the community with a Paul Harris Fellowship. A couple of names were suggested. However, the Board would like members at Monday’s meeting to suggest anyone they consider worthy of such recognition before proceeding.

**Club Finances -** **Cost reduction ideas:**

AG John Clue chaired a session on cost reduction ideas and advised that this was an issue for all Clubs.

Various cost reduction ideas were tabled by a wide cross-section of members. In summary these were:

* That money raised by the Club shouldn’t be used to reduce member expenses as it would be better spent on things like Disaster Aid, End Polio, Bandari School Project or the like, which is the purpose of Rotary
* Suggested that if we are not actively asking for funds money can be used to reduce member expenses
* Stated that some clubs are moving to supper meetings
* Stated that we shouldn’t have casual meetings
* Stated that we should continue to have weekly meetings. People are not obliged to come every week and are not obliged to have a meal if they do come. Camaraderie is important. Perhaps we could have one formal dinner meeting per month and three other styles of meeting
* Stated that the camaraderie is enjoyed and thinks we should continue to have weekly meetings but not necessary to always have a meal
* Suggested we continue meetings at the Victoria Hotel but asks if we can have a more casual meal with a formal meal only once a month
* Stated that we should not use funds raised to subsidise members costs
* Stated that weekly meetings make it easier to fill rosters as most roster entries are made at meetings rather than on Clubrunner. Keep weekly meetings but the style of meal is irrelevant
* Stated that other types of meals and BYO events can be just as expensive and if we don’t come to the Victoria Hotel then where do we go?
* The Bowls Club, Community House, Shire meeting room and Senior Citizens were suggested as other venues.
* Stated that Geelong Rotary Club has two Dinner Meetings per month and two other meetings where they have a BBQ

A show of hands was requested regarding the frequency of meetings and a clear majority voted in favour of weekly meetings.

**The Board discussed these items and in the interests of refreshing and invigorating club meetings and increasing the opportunity for camaraderie these decisions were reached:**

* That formal meetings at the Victoria Hotel will be held fortnightly
* That meetings with a casual meal and business as usual will be held fortnightly. David Digby will canvas local food establishments for cheap meal possibilities.
* That members will be offered the option of paying their annual dues quarterly
* That there will be no subsidies to members to assist with annual dues for the time being
* That the Secretary will write to Consumer Affairs Victoria for clarification of the meaning of Article 38 of the constitution

**Diary Dates**

18 to 22 March – Meals on Wheels

22 March – Friends of Rotary

22 to 24 March – District Conference

7 April – Murray to Moyne BBQ

April – Lighthouse Tours and BBQ

19 April – Good Friday Children’s Hospital Appeal

25 April – Anzac Day

26 April – Rotary Golf Day

**Meeting Close**: 6:10pm **Next Board Meeting:** Wednesday, 10 April 2019 at 4pm.