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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.1 (2019-20)**

**4pm, Wednesday, 10 July 2019 @ VIC Meeting Room**

**Present:** Peter Smith, Jeff McLean, Hester Woodrup, Brett Murray, Adrian Crosier

**Apologies:** Tony Bawden, Sue Robertson, David Digby

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 11 of 12 June 2019

Moved :Hester Seconded: Jeff - carried

**Business Arising from Previous Minutes:**

1. **Risk and skills assessment**. – Michael Crowe and David Digby to review current risk assessment form. – In progress. – no change. Peter is to follow up Michael Crowe for the current documents.
2. **Contribution to Consolidated School** - for assessment of students with learning difficulties. Sue to follow up next term. – In progress - Sue to follow-up re assessment of students with learning difficulties. The school is not ready for helpers in the garden and at this time insufficient volunteers have indicated they will help in the kitchen. Sue will follow-up regarding the interest of Friends to participate. – In train.
3. **Baristas Race** Debrief with Moyneyana – Still to happen. – in progress. Meeting held with plans for this year agreed. Sue has reported that Henry is getting bibs made by Craft Group.
4. **Belfast Aquatics** **Client Lifter**– cheque sent. Need to arrange publicity when the Patient Lifter arrives. – Hester will ask Anne McIlroy to speak to the Club. – Waiting for the hoist to arrive to arrange publicity event. David to follow-up re ‘Donated by Rotary Club of Port Fairy’ signs for attachment to the things that we donate. Sign has been completed with Anne McIlroy to be Guest Speaker on 8 July 2019. Anne spoke as guest speaker and was presented with a plaque acknowledging the Clubs donation. Project complete.
5. **Charles Mills reserve**. – Painting of bollards has been postponed to spring and warmer, drier weather we hope. A date will be set by David Digby for this to be done.
6. **Public Relations** - Hester to contact Anthony Brady re a story on Film Night, Fashion Parade and membership. – Hester was on radio last Tuesday, ABC, about OP Shop Fashion Parade. Contact with Anthony ongoing. He was invited to Changeover Dinner. Consideration to do a session on 3WAYFM. Anthony is away. Hester to contact 3WayFM. Consideration to be given to taking a paid advertisement in the Moyne Gazette. To be followed up when Anthony returns.
7. **Changeover Dinner –** Board members were happy with the event. Good venue, nice meal.
8. **2019-20 Presidents Club Goals** These are:- 1. Supporting the East Warrnambool Hole in One 2. Supporting the Cycling without Age program, Jeff is to contact Brendan to ascertain the next steps in the program 3. Undertake the Back Yard Bird Count. 4. Support South West Community Energy project. 5. Support the Consolidated School Stephanie Alexander garden and kitchen program.

**Correspondence:**

**In**:

Trace Smith – Outgoing District Secretary – Thank you for support in past 12 months - file

John Clue – District Governor Visit – Monday 14 October 2019 - file

Australia Post – 2019 Community Grants. Peter to investigate.

District 9780 Presidential Dinner – 24 September 2019 in Ballarat - file

Moyne Health – Appreciation letter and receipt for $4000 - file

Port Fairy Folk Festival – Complimentary tickets allocation- file

Consumer Affairs Victoria – Annual Statement due by 24 December 2019 Bring forward 1/12/19

Roseanne Kava, District Governor, Visit and checklist Bring forward 1/10/19

Australian Government – Notification of Acquittal of Armistice Grant. Grants file

Victorian Government Gazette- Fundraising Exemption Order Gross of $20,000 file

Clubrunner price increase of $2.55 per month file

Defying the Drift – Applications close 31 August 2019 file

Jill Gleeson – Application for Leave of Absence 28/7 – 2/9/2019 - Leave approved Moved Jeff Seconded Brett - carried

**Out:**

Port Fairy Golf Club – Confirmation of Rotary Golf Day 24April 2020

Moved that correspondence be accepted and actions approved Moved Hester Seconded Brett - carried

**Director’s Reports:**

**President:**

Peter reported that he was pleased with the Dinner meeting last Monday and it was pleasing to have representatives from South West Healthcare and Belfast Aquatics present.

Membership is the big issue for the club at present and we need to focus on how new members can be found. He suggested that we set up a table down the street in August with the specific purpose of recruiting members.

It is positive for the Club to have another outbound Exchange Student and Destiny appears she will be a very good ambassador.

Peter reported that he had sent out a questionnaire to the Members seeking information which will be discussed at the forthcoming Club Assembly. It was agreed to send out the questionnaire to members of the Friends of Rotary group as well.

A focus for our fund raising for this year is yet to be determined and I am quite happy to leave it that way and see what eventuates.

**Secretary:** Adrian reported that the development of calendar of events is underway. It was noted that the Open Gardens will be held on 27 October 2019. It was also noted that Sue Robertson had indicated that she is willing to do the rosters.

**Treasurer:** A Finance sub-committee has been established and they have agreed with changes to better classify income and expenditure items. Jeff reported that he had also reviewed the Chart of Accounts which will assist in this process.

Prior to the meeting a Profit and Loss Statement, Balance Sheet and Bank Reconciliation Report for June 2019 and a Profit and Loss report for the 2018/19 financial year had been distributed. The reports showed that at the 30 June 2019 we had a bank balance of $1,277.32. In additions to these reports, a spreadsheet detailing administration and fundraising items was also distributed.

It was resolved that the financial reports be accepted and payments be ratified. Brett/Hester. - carried

**Service Projects:** A date for a Skenes Road Working Bee will be set with David Digby.

**Membership:** It was agreed to try the table down the street. Adrian is to apply for dates to the Moyne Shire. Peter will provide a copy of last year’s application. It was also suggested we hold a Rotary Community Information Night to which invites will be given to potential members. We need to select a date for this event.

**Public Relations:** Hester is to contact 3WayFM to see what may be available. Consideration is to be given to having a regular advertisement in the Moyne Gazette. This is to be discussed with Anthony Brady.

**Youth:** Discussion was held on the level of support to be provided to Destiny on her Youth Exchange. It was resolved that the Club provide Destiny with a grant of $1,500 towards her trip – Moved Hester, seconded Jeff - carried. It was agreed that the fund raising film be promoted as a Youth Exchange fundraiser. In addition, Adrian is to follow up the District Youth Exchange Officer to find out who provides the blazer.

**Fundraising:**

Fundraising film for Destiny scheduled for 22 November 2019.

It was agreed to undertake Lighthouse Tours and a BBQ on the Grand Final weekend. Adrian is to seek approval for these.

**Preserve Planet Earth:**

It was resolved that the reports be accepted. Brett/Hester. - carried

**General Business:**

1. **DG Club visit – 14 October 2019**

The District Governor will be visiting on Monday 14 October 2019. It was agreed that she will meet with the Board members at 4.30 pm and attend the Dinner Meeting at 6.30 pm. Both meetings will be held at the Victoria Hotel. Partners, friends and Anthony Brady are to be invited to attend the Dinner Meeting.

1. **Rotary Central Goals**

A review of goals to be entered into Rotary Club Central was undertaken. A total of 14 goals was established.

1. **Pride of Workmanship Award**

Discussion was held regarding nominations for the Pride of Workmanship Award. Members are to be asked to put forward nominations for consideration by the Board.

**Diary Dates**

29 July 2019 – Meals on Wheels

29 July 2019 – Social evening – Mickey Bourke’s Hotel

14 August 2019 – Board Meeting

14 October 2019 – DG Visit

**Meeting Closed**: 5.35pm **Next Board Meeting:** Wednesday, 14 August 2019 at 4pm.