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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.2 (2019-20)**

**4pm, Wednesday, 14 August 2019 @ VIC Meeting Room**

**Present:** Peter Smith, Jeff McLean, Hester Woodrup, Sue Robertson, Adrian Crosier

**Apologies:** Tony Bawden, David Digby, Brett Murray

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 1 of 10 July 2019

Moved : Sue Seconded: Hester **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. **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. The date set to do painting is 20 October 2019.
5. **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. 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. Anthony Brady interviewed Peter for an article in the Moyne Gazette. Anthony was asked to mention the start of raffle ticket selling and the Rotary Information Night on 26 August.
6. **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. Jeff to follow up with Brendan.
7. **Club Assembly** - 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. To be discussed in General Business.
8. **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. The Rotary Information Night is scheduled for Monday 26 August at Charlies. It was agreed to provide finger food based on the numbers attending. Sue is to prepare an invitation which can be handed to invitees by Members with an RSVP date of 21 August. The format of the night is that Peter and John Ellard will do a combined presentation.
9. **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. **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. It was resolved to nominate Hilary Hamilton to receive the Pride of Workmanship Award. Hester/Jeff

**Correspondence:**

**In**:

Moyne Shire – Approval Lighthouse Tour 29 September 2019 - file

Elizabeth Furner – Literacy Projects – Suggest supply Year 3 with a dictionary – Sue to investigate need.

Kate Winnen – Parkrun Sign - file

RI – How to guides – To be placed on website by Adrian

Moyne Shire – Raffle dates - file

Moyne Shire – Fundraising BBQ Approval 29 September 2019 - file

RI – Membership Minute – Membership Committee

Port Fairy VIC – Great Victorian Bike Ride – General Business

Port Fairy Folk Festival – Bandari donation – It was resolved to receive this donation and pass it on to Bandari Committee. Sue/Hester

John Clue – RLI registration - file

John Clue – Preserve Planet Earth Projects - file

9780 District – RAWCS nomination - file

ARH Lift the Lid Promotion at Bunnings 5 & 6 October – General Business

SW Community Energy- Help to man the van – Waiting for details

Replenish Our Planet Project – Festival at Koroit 16/11/19 – Waiting for details

Port Fairy Folk Festival – Thank you for support and changes for 2020 Festival - file

Moyne Health Service – MOW Roster – Sue to place roster on Clubrunner

9780 District – Presentation to President of RI – Peter to complete with Piano for Moyneyana House project.

Alison Smith - Mumecation Sponsorship – To be considered for end of year donations.

John Clue – Polio Plus - file

**Out:**

Jill Gleeson – Leave of absence approval

Cycling Without Age – Australia Post Grants

Moyne Shire – Request for Lighthouse tour

Moyne Shire – Application for Permit to Fundraise (BBQ 29/9/19)

Moyne Shire – Raffle Dates, August to January

Literacy Projects Group – Literacy items undertaken

Kate Winnen – Parkrun Sign

**Director’s Reports:**

**President:**

Peter reported that he was pleased with the meeting on Monday and thought that it had been an appropriate tribute to Lyn Morgan-Payler. He reiterated the need to focus on recruiting new members to the Club. He thought that Destiny made a good presentation and thanked Sue for arranging and assisting with this. He was also pleased that a nomination had been received to attend the Conoco Phillips Science Forum in Ballarat. He also thought the social night at Mickey Bourke’s Hotel was an excellent event and was looking forward to the next event.

Peter noted that the District Governors Project is “Purple House” which is an organisation that provides dialysis to indigenous communities. They are seeking the donation of toiletries for distribution. It was agreed that the Club support this project by donating all funds raised from the current Wilma Preston painting raffle, the Spring Garden Raffle and the Open Gardens event.

**Secretary:**

**Treasurer:**

Jeff advised that he had distributed a financial report for July by email. The report shows that for the month we had income of $4436.80 and expenditure of $3756.09 resulting in net income of $681 leaving a bank balance of $1958.03.

It was resolved that the report is received and payments contained therein be ratified. Sue/Hester.

**Service Projects:**

Meals on wheels – 23 – 27 September 2019

Charles Mills Reserve Working Bee – 20 October 2019

Skenes Road Working Bee 17 November 2019

**Membership:**

Rotary information event on 26 August 19 at Charlies.

Discussion was held on the Membership brochure. The PO has quoted 70c per page for printing single sided A4. Adrian will investigate if there are cheaper options available.

The District Membership Seminar is on 23 November 2019 in Port Fairy. A tentative booking has been made for the Port Fairy Community Centre. The cost of the room will be $250 which includes tea and coffee, access to audio-visual equipment and the kitchen. Sue is to follow up requirements for the day eg Catering, break-out space etc.

**Public Relations:**

**Youth:**

Sue is still to confirm arrangement in regard to the Youth Exchange Blazer. In regard to the laptop computer, it was agreed that Sue purchase this for Destiny and Jeff will reimburse Sue.

**Fundraising:**

Wilma Preston painting raffle has commenced.

Hester suggested we have a Beef and Burgundy or Italian food night as a fundraiser and will investigate.

**Preserve Planet Earth:**

Marten Syme is to be followed up re Tree Planting.

**General Business:**

1. **Lyn Morgan-Payler Funeral Arrangements** –

Members are to wear badges and caps. It was agreed to send the Morgan-Payler family some flowers from Rotary. Adrian is to arrange this.

1. **Club Assembly follow-up**
* Sue is to discuss a High Tea fundraiser with Sarah Kelly
* Michael Crowe is to be requested to follow up his suggestion for a Youth event with Lisa van Someran and come back with a proposal.
* Hester is to get some dates for Rotary to help out at Park Run.
1. **Corporate Membership**

This idea is to be given further consideration.

1. **Book collection to DIK**

It was agreed to undertake a book collection from Rotary members only.

1. **Lunch Time Meeting**

It was suggested to try this say twice a year. This is to be discussed at the next dinner meeting.

1. **Presidents leave 1 to 22 September**

Sue agreed to being Acting President while Peter is away.

1. **Shaw River Tours** –

It was agreed to go ahead with this as a fund raiser in January. Bill Moore is to be requested to Co-ordinate this activity.

1. **Great Victorian Bike Ride**

It was agreed to seek approval to open the lighthouse and perform a BBQ at the Griffith Island Rotunda on Wednesday 27 November 2019.

1. **Parkrun sign**

It was resolved to ratify the decision to pay for a Park Run sign at a cost of $193.64. Sue/Hester

1. **Bunnings Event 5 and 6 October**

Waiting for details of assistance required.

1. **Friends of Rotary Coordinator**
2. **Activity Captains and Club Structure**

Peter distributed a draft of these documents to which some amendments were made.

1. **Risk Assessment**

Some sign on sheets or book is to be provided with the raffle equipment.

**Diary Dates**

17 August – Foundation Seminar, Ballarat

26 August – Drinks and Nibbles Membership Night

1 September – Spring Raffle

29 September – Lighthouse Tours & BBQ

1 October – Car Raffle

5 and 6 October – BBQ and Rotary Promotion at Bunnings in Warrnambool

14 October – Visit by District Governor Rosanne Kava

20 October – Working Bee, Charles Mills Reserve

27 October – Open Gardens Day

17 November – Working Bee, Skenes Road

22 November – Film night Fundraiser for Youth Exchange

23 November – Membership seminar

**Next Board Meeting:** Wednesday, 11 September 2019 at 4pm.

**Meeting Closed**: 6pm