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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.10 (2019-20)**

**4pm, Wednesday, 13 May 2020**

**Present:**  Sue Robertson, Tony Bawden, Adrian Crosier, Jeff McLean, Hester Woodrup.

**In attendance:** Jill Gleeson

**Apologies:** Brett Murray, Robert Whitehead

**Confirmation of Minutes of Previous Meeting:** It was resolved to accept the notes of Board Meeting No. 9 of 8 April 2020 and ratify the decisions made.

Moved : Jeff Seconded: Tony **Carried**

**Business Arising from Previous Minutes:**

1. **Risk and skills assessment**. – The current procedures have been reviewed and endorsed by John Clue. An updated copy is to be presented to the next Board meeting for ratification.
2. **Club Assembly** **Club Assembly follow-up – Youth Event**

Sue to follow up Michael Crowe on the progress for a Youth event. This idea was also raised at the recent discussion with Moyne Shire.

1. **Literacy Project**

Sue to report back on cost of Dictionaries.

1. **Corporate Membership**

Bill Moore to follow up on this matter.

1. **Grassmere Cricket Association**.

Sue to check with John Clue on a report.

1. **Meeting Set up for Guest Speakers**

Michael Crowe and Adrian Crosier to review requirements.

1. **Changeover Meeting**

It was agreed that Tony invite Phil Beasley to perform the induction of the new President via Zoom. Discussion was held on various options for the Changeover Dinner depending on what restriction are in place at the time. Sue noted that she also wants to present 2 Paul Harris Fellowships and also present a Pride of Workmanship Award to Colin Cleary. Tony and Adrian will develop a checklist and options for the event.

In regard to the Annual Report, it was suggested that a simpler version be done for this year. Adrian and Sue are to develop the report for publication by mid-June.

1. **Coffee Vouchers for Health Care Workers**

It was noted that 100 Vouchers have been presented to Moyne Health Services for distribution to staff. The vouchers have stickers denoting that they are a donation by the Rotary Club of Port Fairy. A report is to be obtained on how the vouchers have been distributed.

**Correspondence:**

**In**:

D9780 – DG Nominee 2022/23 Kathy Rivett – Alfredton

Moyne Shire – Community Grants Programme 2020/2021

NYSF – Information on the 2021 Program – Applications close 31/5/20.

RI – Update data on My Rotary

Rotary Foundation – Seeking donations and applications to the Disaster Relief Fund

DG – New version of the Club Constitution for Victorian Rotary Clubs

Prostate Cancer Foundation letter and Newsletter

Australian Rotary Health

RDU – Change in subscription rate Hard copy $40 pa to $44 pa. Digital $40 pa to $34 pa.

RI – Appointment of Trudy Grice as Regional Membership Officer

Shelter Box – April Newsletter

RDU Supplies – 2021 merchandise

Noel Howard – RAWCS – End Malaria in Vanuatu

D9780 Weekly News

Rotary Club of Corio Bay – Newsletter

RI - Membership Minute

Cathy Booth – Umoja orphanage seeking help

Brian Trenery -Update on grants due to Covid-19

It was resolved that the correspondence be received. (Jeff/Tony)

**Director’s Reports:**

**President:**

Sue reported that fortnightly meeting via Zoom was going well and this provided an opportunity the check on the welfare of Members. District meeting are continuing using the same format.

It was noted that Sue still has the $1500 donation for the Purple Bus Project. Adrian is to email the DG to find out where to send the cheque.

**Secretary:**

Adrian suggested that the Club take on a project to repair the gate and fence at entrance to the Botanic Gardens. The idea was supported by the Board so further information is to be obtained.

**Treasurer:**

A financial report for the month of April 2020 had been distributed by email.

The report shows that for the month, the Club had income of $2850.42 including $2000 from the Hole in One competition. We had expenditure of $1395.33 leaving a net surplus $1455.09 for the month and a bank balance of $11293.46. It was noted that we still have an unpresented cheque of $1500 which is a donation to Purple Bus Project. It was resolved that the report be received and payments contained therein be ratified. (Jeff/Hester)

**Service Projects:** Nil

**Membership:**

Discussion was held on holding a Membership event on Fiddlers Green when corona virus restrictions have been lifted.

**Public Relations:**

It was noted that 2 photos have recently appeared in the local press and on social media. One was featuring the donation of coffee cards to the Moyne Health Service and the other was the laying of a wreath on Anzac Day.

**Youth:**

Our Exchange student has indicated that she is enjoying her time in Switzerland and is keen to stay.

**Fundraising:** Nil

**Preserve Planet Earth:**

**General Business:**

1. **Adoption of new Rotary Constitution**

Tony reported that he had reviewed the new model constitution and highlighted the following points from the document. I) AGM is required by 30/11, ii) there is no upfront fee to join, iii) meetings are required twice per month, iv) there are number of different types of membership e.g. Honorary, v) Clubs are encouraged to ensure we have a diverse range of Members, vi) makeup visits can be used at any time, vii) Boards can extend the term of office, viii) there is provision for Committee to operate, ix) Boards can fill casual vacancies, x) a meeting quorum is 1/3 of the membership, xi) members can inspect the books of the Club, xii) Members are required to declare a conflict of interest when it may exist.

It was resolved that the Board recommend to the Members the adoption of the new model constitution and a General Meeting be arranged in accordance with the Bylaws to enable this to occur. (Tony/Hester)

1. **Presentation to Colin Cleary**

It was agreed to present Colin Cleary from the IGA Supermarket with a Rotary Pride of Workmanship Award at our Changeover Meeting. Sue is to obtain a certificate from RDU.

1. **Moyne Shire – Progress on cooperation**

No further information has been received back from the Moyne Shire following the initial discussions.

1. **Bandari**

Discussion was held on the request from Jo Levey that the Club consider donating money to the Bandari Project to assist with the feeding of their 75 families of school children during the Covid 19 crisis. She also suggested that the Club consider applying for a global grant to assist with the supply of water to their village. It was agreed to consider the donation of food as a part of our annual disbursement of funds and that more information be obtained on the water project. Jill will contact Geoff Coxall to get his views on the proposal.

1. **Club Information**

Adrian is to email to Tony a copy of the Club’s schedule of events and current roles within the Club. Jeff is to develop a financial budget for 2020/21 in conjunction with Tony.

1. **Training**

Discussion was held regarding the Training Program from the online District Assembly. Currently most Board members are planning to complete the relevant programs.

**Diary Dates:** Changeover Meeting/Dinner – 29 June 2020

**Next Board Meeting:** Wednesday, 10 June 2020 at 4pm.

**Meeting Closed**: 6.15 pm