****

**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.11 (2019-20)**

**4pm, Wednesday, 10 June 2020 at Sue Robertson’s House.**

**Present:**  Sue Robertson, Tony Bawden, Adrian Crosier, Robert Whitehead, Jeff McLean.

**In attendance:** Jill Gleeson, Rob Grendon.

**Apologies:** Brett Murray

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 10 of 13 May 2020.

Moved : Tony Seconded: Jeff **Carried**

**Business Arising from Previous Minutes:**

1. **Risk and skills assessment**. –

An updated policy and procedures had been circulated by email. The documents have been reviewed by John Clue who was happy with the content. It was resolved to adopt the new documents as recommended.

 (Adrian/Tony)

1. **Club Assembly** **Club Assembly follow-up – Youth Event**

Due to the Covid 19 restrictions, this item will be deleted from the agenda.

1. **Literacy Project**

Sue reported she has spoken to Cath Tanner who will get some information from teachers and report back.

1. **Corporate Membership**

Tony is to follow up Bill Moore on this matter.

1. **Grassmere Cricket Association**

John Clue has supplied an email report on this event. No further action is required.

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

Adrian Crosier and Michael Crowe are to meet to review requirements.

1. **Changeover Meeting**

The meeting was advised that limited invitations have been sent out for the Changeover Dinner. Other guests have been invited to view the Changeover formalities via Zoom. Sue reported that she has discussed Zoom requirements with Justin Williams who will attend the evening and coordinate the process. This will be at a cost of $220. Tony reported that Rob Grendon has volunteered to take over the Membership portfolio which has been left vacant with the resignation of Hester Woodrup.

1. **Entrance to Botanic Gardens Project.**

Adrian reported that he has discussed the restoration of the fence and gate with Richard Hodgens from Moyne Shire. Richard advised that the restoration has been included in this year Council’s budget. He indicated that he will contact Rotary when the project has been approved and he will pay the Club to do some of the work in removing the fence and transporting it to Melbourne.

1. **Adoption of new Rotary Constitution**

Adrian is to follow up the requirements for adopting the constitution and bylaws.

**Correspondence:**

**In**:

The Rotarian

District Weekly News x 2

Rotary Convention Melbourne 2023

Brian Trenery – Email when making a Foundation donation

Pauline Stewart – Seminar with Dr James Charles

Brian Trenery – Zoom meeting – Rotary Basics

Prostate Cancer Foundation, Covid 19 & Prostate Cancer

Shelter Box Australia – Cyclone Amphan,

Hester Woodrup – Letter of resignation from Rotary.

Operation Cleft

Australian Rotary Health – Latest news x 2

District Secretary – Update details on Rotary Club Central

District Secretary- Closing of Virtual Assembly 4 June at 7pm via Teams – Information is to be forwarded to Members.

Corio Bay Courier x 2

Rotary Zone 8 Public Image Seminar

Rotary on the Move Webinar – 3 June at 6 pm – Information is to forwarded to Members.

Rotary Down Under June 2020 edition

RI Data Services – Reminder to update Club information

World Environment Day

Australian Rotary Health – Donations

Rotary Foundation - Workplace Giving Month

DG Rosanne – Presentation by Mark Moloney 20 June 2020 at 11 am.

Rotary Virtual Convention 20 – 26 June, Sign up now

Pauline Stewart – Conference Speaker Series , John Millington

Elise Ploenges – Events Operation Forum Friday 12 June at 10.30 via Zoom

**Out:**

Invites for Changeover Dinner

**Business Arising from the correspondence:**

It was resolved to accept Hester’s resignation with regret. (Tony/Jeff)

It was resolved to receive the correspondence. (Jeff/Robert)

**Director’s Reports:**

**President:**

Sue thanked the Board members for their assistance in what had been somewhat of a difficult and messy year. A couple of the personal highlights from the year were meeting the RI President Mark Maloney at the function in Ballarat and completing the RLI Couse. Sue wished Tony well in his year as President.

**Secretary:** Nil

**Treasurer:**

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

The report shows that for the month, the Club had income of $300.46 and expenditure of $60 leaving a net surplus $240.46 for the month and a bank balance of $11533.92. It was noted that we still have an unpresented cheque of $1500 which is a donation to Purple Bus Project. There are 2 accounts for payment $62 for a Pride of Workmanship award and $82 for insurance on the Rotary trailer.

A draft financial report for inclusion in the Annual Report was also tabled. It shows that the Club has approximately $9132 to disburse to organisations. It was resolved that the report be received and payments contained therein be ratified. (Jeff/Sue)

**Service Projects:**

Robert is to contact Marten Syme to see if Tree Planting at Battery Hill can proceed.

**Membership:** Nil

**Public Relations:**

It was noted that the 2nd round of $500 of coffee vouchers have been presented to Moyne Health and Port Fairy Medical Centre. This has been publicized on facebook and in the paper.

**Youth:**

Sue read the report from our Exchange student. It indicated she was still enjoying her time away despite the lockdown. She had some problems with schooling on-line due to language difficulties but her schooling has resumed on a week on, week off basis. She has had a couple of trips to Zurich which she has also enjoyed.

**Fundraising:** Nil

**Preserve Planet Earth:** Nil

**General Business:**

1. **Annual Disbursement of Funds**

It was resolved that funds be distributed as follows: (Sue/Tony)

Bandari Food for Families $ 1000

PFSLC Nippers 1000

Belfast Aquatics 1500

Francis Foundation 500

Food Share 1000

Rotary Foundation 2000 (Plus $500 from Members)

Port Fairy/Warrnambool Rail Trail 500

Special Development School 1000

St Vincent de Paul Society 500

 Total $9000

**Diary Dates:**

29 June 2020 – Changeover Dinner

**Next Board Meeting:** Wednesday, 8 July 2020 at 4pm.

**Meeting Closed**: 5.45 pm