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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.3 (2019-20)**

**4pm, Wednesday, 11 September 2019 @ PF Surf Life Saving Club Education Centre**

**Present:**  Jeff McLean, Hester Woodrup, Sue Robertson, Adrian Crosier, David Digby, Brett Murray.

**In attendance:** John Clue

**Apologies:** Tony Bawden

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 2 of 14 August 2019

Moved : Brett Seconded: Hester **Carried**

**Business Arising from Previous Minutes:**

1. **Risk and skills assessment**. – Michael Crowe and David Digby are to review current risk assessment procedures and David is to report back to the Board.
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. – Sue indicated that the offer of assistance to the school remains open but they have not taken up this offer. No further action at this stage.
3. **Public Relations** - Consideration to be given to taking a paid advertisement in the Moyne Gazette. To be followed up when Anthony returns. Sue is to follow up the paid advertisement and Hester is to contact 3WayFM.
4. **2019-20 Presidents Club Goals** These are:- 1. Supporting the East Warrnambool Hole in One 2. Supporting the Cycling without Age 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 the next steps of Cycling Without Age program. Jeff reported he had spoken to Brendan and he had indicated Rotary’s willingness to help with this project. Brendan will come back to us.
5. **Club Assembly** **Club Assembly follow-up**
* Sue is to discuss a High Tea fundraiser with Sarah Kelly. Sue reported that Sarah is already doing a high tea for the Vaulting Club. Destiny is doing a chocolate drive as a fund raiser.

-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. David indicated that Michael has a plan for this event and he will liaise with Michael to finalise this.

-Hester is to get some dates for Rotary to help out at Park Run. It was agreed that Rotary will provide 4 volunteers on 19 October 2019 between 7.45 and 9.45.

1. **Rotary Information Night**. The format of the night will be amended to be Sue and John Ellard will do a combined presentation.
2. **DG Club visit – 14 October 2019**

Adrian advised that he had booked the Victoria Hotel for the 2 meeting with the DG. Adrian is to complete the DG Checklist and forward to John Clue to review prior to sending to the DG.

1. **Pride of Workmanship Award**

Adrian reported that Hilary Hamilton will accept the Award. It was agreed to have the presentation made by the DG on 14 October 2019.

1. **Literacy Project**

Sue indicated that PF Consolidated School would like year 3 students to receive a dictionary. Further investigation is to be made into the cost of dictionaries and the numbers required to supply both primary schools. Brett is to contact St Patricks Primary School to find out their view on the proposal and to ascertain the number of Grade 3 students they have.

1. **Corporate Membership**

This idea is to be followed up with Bill Moore.

1. **Book collection to DIK**

Hester is to co-ordinate a book collection from Rotary members only.

1. **Lunch Time Meeting**

This was discussed at a dinner meeting and the view was to continue with Dinner meetings.

1. **Shaw River Tours** –

Bill Moore is to be requested to Co-ordinate this activity. This is to be followed up with Bill.

1. **Great Victorian Bike Ride**

Approval has been received to open the lighthouse Wednesday 27 November 2019. We are waiting for a fund raising permit for the BBQ. This event will be promoted through the Port Fairy Visitor Information Centre.

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

John Clue contacted Liza McCosh from Warrnambool Daybreak and she will supply details by email to Sue.

**Correspondence:**

**In**:

Jessie Harman – Thank you for ebook submission - file

Port Fairy Folk Festival –Participation in the 2020 Festival . PFFF to be advised that we will participate.

John Clue – DGs visit and check list. Adrian to action

Port Fairy Surf Life Saving Club – Thankyou, Annual Report and sponsorship proposal. It was resolved that the RCPF commit to donating $1000 in sponsorship in the current financial year for which the Club will receive acknowledgment on the Sponsors Board and a Family Membership which can be sold or raffled.

Interplast – Seeking representative – Hester is to consider this position.

Visitor Information Centre – Closure of meeting room. file

Peter Smith – Resignation- It was resolved that the resignation be accepted with regret. (Brett/Sue)

Polio Plus – Progress in Nigeria - File

District Secretary – Polio Fundraiser Movie – Ride like a girl.file

Warrnambool Rotary Club – 90th Birthday Invitation 23/11/19. Sent out to members. - file

Moyne Shire – Approval for Lighthouse Tour - 27/11/19. file

City of Ballarat – Invitation to Civic Reception for Mark Moloney. Forwarded to Sue.

Lift the Lid Project – Mental Health Month is October. file

Prostate Cancer Foundation – Donation. file

Shelter Box – Hurricane Dorian Appeal . file

Bandari Project – Thank you for donation. – Dinner meeting, Meeting with DG.

**Out:**

Jessie Harman – ebook submission

Moyne Shire- Application for a permit to fundraise -27/11/19

Moyne Shire- Application for Lighthouse tours – 27/11/19

Moyne Shire – Community Services - Room hire booking form

It was resolved that the correspondence be received. (David/Brett)

**Director’s Reports:**

**President:** Sue reported that World Polio Day is on 24 October 2019.

**Secretary:** Nil

**Treasurer:**

Jeff advised that he had distributed a financial report for August by email. The report shows that for the month we had income of $2575.73 and expenditure of $2808.05 resulting in net income deficit of -$232.33 leaving a bank balance of $1725.70.

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

It was resolved to remove Peter Smith as a signatory of the Club. (Hester/Brett)

**Service Projects:**

Meals on wheels – 23 – 27 September 2019

Charles Mills Reserve Working Bee – 20 October 2019. Sue is to set up a roster for this event.

Skenes Road Working Bee 17 November 2019

**Membership:**

Rotary Information Evening on 7 October 2019 at Charlies. It was agreed that Rotary members be charged $20 to attend with all other attendees to be free of charge. Catering is to be based on attendance of 30. Sue is to investigate the best alternative with Charlies.

District Membership Seminar 23 November 2019. – John Clue is to follow-up on Catering and Motel requirements for this seminar.

**Public Relations:**

Hester is to arrange media coverage for the Open Garden Day and the Park Run Sign.

**Youth:**

It was reported that the Youth Exchange Blazer is paid for by the student from the funds received from the Club.

**Fundraising:**

Wilma Preston painting raffle.

Spring Raffle – to commence next Tuesday

Friends are looking at having a chocolate quiz night.

David recommendations were endorsed that we screen the movie “Judy” at our fund raising film on 22 November 2019. It was decided just to provide wine, cheese and biscuits prior to the movie.

**Preserve Planet Earth:**

David outlined the plans for tree planting at the Botanic Gardens. The total project will cost around $3000 without paying for watering over summer. Members are to be asked to do the watering on a rostered basis.

**General Business:**

1. SW Community Energy- Help to man the van

It was agreed that at this point we are unable to assist with this project.

1. Replenish Our Planet Project – Festival at Koroit 16/11/19

Adrian has left a message for Tina Stubbs seeking information on their assistance required.

1. John Clue – Update on activities for DGN/Direction for the rest of the Rotary year.

John expressed concern at a negative comment regarding his role as DG which was made through the Club assembly process. The Board reaffirmed its commitment to supporting him in the role of DG.

1. Position of President

It was resolved to recommend to the Members that Sue be appointed as Acting President for the remainder of the Rotary year. (Hester/David) This decision is to be discussed with the DG on her visit.

1. Plastic Tank Liner

It was agreed to remove the old plastic tank liner from next to Reg Beattie’s shed when we do the Working Bee on Charles Mills Reserve on 20 October

**Diary Dates**

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

7 October – Rotary Information Night at Charlies

14 October – Visit by District Governor Rosanne Kava

20 October – Working Bee, Charles Mills Reserve

27 October – Open Gardens Day

3 November – Lighthouse Tours

17 November – Working Bee, Skenes Road

22 November – Film night Fundraiser for Youth Exchange

23 November – Membership seminar

27 November – Lighthouse Tours & BBQ (GVBR)

**Next Board Meeting:** Wednesday, 9 October 2019 at 4pm.

**Meeting Closed**: 6.15 pm