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**ROTARY CLUB OF PORT FAIRY Inc.**

**Minutes**

**Board Meeting No.6 (2019-20)**

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

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

**Apologies:** Brett Murray

**Confirmation of Minutes of Previous Meeting:** Board Meeting No. 5 of 13 November 2019

Moved : Tony Seconded: Hester Carried

**The Minutes of the AGM held on 25 November 2019 were ratified.**

Moved: David Seconded: Tony Carried

**Business Arising from Previous Minutes:**

1. **Risk and skills assessment**. – David reported that he and Michael Crowe have reviewed the current risk assessment procedures and Michael is finalising these.
2. **Public Relations** – Hester reported that an article has been published on the Park Run participation. She will continue to liaise with Anthony Brady. Some suggested items were the upcoming Barista Race, Youth Exchange with Destiny going to Switzerland and our new member Rob Grendon
3. **Club Assembly** **Club Assembly follow-up**

Hester is to follow up Michael Crowe on the proposal for a Youth event.

1. **Literacy Project**

Sue is waiting for Kath Tanner to return to work before reporting back on cost of Dictionaries.

1. **Corporate Membership**

Adrian reported that he had discussed this proposal with Bill Moore and he indicated that he is still keen to pursue the idea. Information obtained at the recent Membership Seminar is to be given to Bill.

1. **Book collection to DIK**

The book collection is now complete. Adrian is to find out where the books are to be delivered.

1. **Report on Replenish Our Planet Festival at Koroit 16/11/19**

Members and Friends did a total of 8 hours volunteering at the Festival. Organisers were happy with the event with plans to stage again in 2 year.

1. **Report on Membership Seminar 23 November 2019.**

It was reported that the Membership Seminar was very successful. Thanks to Jill and Maureen for providing the Catering. The Seminar was attended by 4 Port Fairy members (Hester, Jill, Tony, Adrian). Some of the topics covered included why people leave Rotary, the message that all members are volunteers and it is up to the individual to determine their own contribution and the reason why we don’t ask people to join Rotary. Tony will put together a summary on the seminar.

1. **Friendship Exchange**

Adrian is to follow-up this request to find out more information.

**Correspondence:**

**In**:

McLaren Hunt Financial Group – 2018/19 Audit Report

Operation Cleft – Seeking donations

John Clue – Change email address for Rotary correspondence

DG Anthony Ohlsen – Annual Report

Port Fairy Jazz Festival – November Newsletter

Consumer Affairs – Notification that Adrian Crosier has been accepted as Responsible Person

Rotary Clubs Australia – National Drought Appeal

RDU Supplies – Request to update Database

Port Fairy Winter Weekends – Seeking events for 2020 Program

Warrnambool East Rotary Club – Seeking assistance with Hole in One Competition

**Out:**

Port Fairy Consolidated School - $200 for Graduation Ceremony Awards

St Patricks Primary School - $200 for Graduation Ceremony Awards

Port Fairy Jazz Festival – agreement to participate in 2020 Festival

Moyne Health Services – Notification the sue and David will attend AGM

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

**Director’s Reports:**

**President:**

Sue thanked the Board Members for their assistance with the various activities over the past month.

Sue reported that Destiny has been notified that her Youth Exchange destination is Brugg in Switzerland. Discussion was held on a request from Lifeline for assistance with their Bookfair in January. They are to be advised that we are unable to assist on this occasion. It was agreed to continue selling the Car Raffle tickets on the street in January. Discussion was held about the major projects for the disbursement of funds raised during this year. Some of the suggestions put forward were a contribution towards the establishment of a playground at Railway Place which may be in conjunction with the Lions Club, the funding of equipment for the new Special Development School in Warrnambool and the DG’s Project of the Purple Bus. It was resolved that the Club make a donation of $1500 towards the Purple Bus project. (Hester/Tony). Sue reminded Board Members that at the Christmas function, there will be a Kris Kringle to the value of $10. Sue will put out an email to Members and Friends advising of this. Sue will also put out rosters for the Barista’s Race and Backward Running Race which will be held on 31/12/19.

**Secretary:**

Adrian reported on the difficulties he is having with renewing the CAV Fundraiser Registration which needs to be completed by 17 December 2019. The Grassmere Cricket Association Drought Appeal has produced a flyer which Adrian will distribute and Hester and Jill will attend the photo shoot on Thursday. Adrian raised the issue of identifying the technology needs of Guest Speakers and of having someone designated to set up equipment. Hester will ask Guest Speaker what they want and Michael Crowe is to be approach to see if can assist with the set up. It was also suggested that the Club purchase a new more portable projection screen. It was agreed to purchase a new screen at a cost of $100.

**Treasurer:**

Jeff tabled the full audit report for the year 2081/19 from McLaren Hunt Financial Group together with their Management Letter which was read. The report shows the Club had deficit for the year of $3326 and at the 30 June 2019 had a back balance of $1277.

In regard to November, a financial report has been distributed by email. The report shows that for the month of November, the Club had income of $6136 including $4858 from fundraising activities. It had expenditure of $2838 leaving a net income of $3297 and a bank balance of $11544.

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

**Service Projects:**

Sue will set up a 2 person Tree Watering roster to water the trees planted in the Botanic Gardens fortnightly.

The Skenes Road Working Bee had been completed.

**Membership:**

**Public Relations:**

**Youth:**

RYLA nominations will be sought via the Community Notice Board and at the Hawkesdale School.

Discussion was held regarding sponsoring a student on RAIC program at a cost of $1200. This program is for a student to visit Federal Parliament. It was agreed to consider any applications that are received.

It was agreed to set up roster for the Youth Exchange Safari which will be in Port Fairy on 14 January 2020. Discussion was held on activities for the day. It was thought that a cruise on the Mulloka or Stand Up Paddle Boarding may be suitable. A visit to the History Centre was also suggested. The Surf Club is to be asked to arrange some beach activities.

**Fundraising:**

The Youth Exchange fund raising film Jude is expected to raise around $1000.

GVBR Lighthouse tours raised $599

The Wlima Preston Painting Raffle roster is to be set up.

**Preserve Planet Earth:**

**General Business:**

It was noted that this is David Digby’s last meeting. Sue expressed the appreciation of the Club to David for his work and contribution as a Rotarian. David thanked the Club and indicated that he will continue by joining the Friends Group.

**Diary Dates**

16 December – Christmas function at The Wharf

14 January - Youth Exchange Safari

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

**Meeting Closed**: 5.30 pm