

COMMITTEE MEETING MINUTES

Tuesday, 10th October 2023

Held at The Hub, 27 Dalmahoy St, Bairnsdale, 3875

1. **Attendance:**
 - 1.1. **Committee:** Peter Jones (President & Chair), Jim Clement (Secretary), Dee Overliese (Treasurer), Pamela Mahlstedt (Lakes Entrance Studio Rep), Barbara Saunders (Bairnsdale Studio Rep), Wayne Stagg, Tim Jones, Keith Rogers.
 - 1.2. **Apologies:** Tony Francis (Vice-president)
2. **Opening:** The Chair opened the meeting at 16:07 AEDT
3. **Adoption of Minutes of Previous Meetings – Resolved to accept the minutes of the meetings held 12th & 26th September 2023 as true and accurate records.**
 - 3.1. **Business Arising from the Minutes of Previous Meetings:** 12 Sep 23 - Item 6.2.2 The President advised that he had contacted BCCI with no reply, as yet.
4. **Finance Reports:**
 - 4.1. **Financial Report for September 23:** Resolved to accept the Financial Report.
 - 4.2. **Sponsorship Report:** Resolved to accept the Sponsorship Report.
 - 4.3. **Business Arising from Finance Reports:** Resolved to roll over the \$75,000 Term Deposit for twelve months at 4.7%. **Action: Treasurer**
5. **Correspondence:**
 - 5.1. **Outwards:**
 - 5.1.1. 12 Sep 23 – to EGSC (via email)– Certificate of Currency of Business Insurance Policy, showing \$20,000,000 Public Liability cover (required as condition of lease).
 - 5.1.2. 13 Sep 23 –to Ebon Bowtell, Marie Gibson, Harriet Minter, Ron Overliese, William Richards (via email) – notification of acceptance of membership applications.
 - 5.1.3. 13 Sep 23 – to EGSC (via email) advice of acceptance of lease renewal
 - 5.1.4. 14 Sep 23 – to R & C Barr – advice that emails are being rejected and membership fees are due.
6. **For Decision:**
 - 6.1. **Management:**
 - 6.1.1. **Membership Applications:** Resolved to accept Garth Williams' membership application. **Action: Sec**
 - 6.1.2. **Station Coordinator's Contract:** Resolved to appoint President, Vice-President and Treasurer to finalise the details of the Station Coordinator's contract.
7. **For Discussion**
 - 7.1. **Governance:**
 - 7.1.1. **Position Description – Operations Manager:** Discussed – to be brought forward to November meeting. **Action: Sec**
 - 7.2. **Management:**
 - 7.2.1. **APRA Schedule 5:** Secretary to submit. **Action: Sec**
 - 7.3. **Operations:**
 - 7.3.1. **3/10/23 Program Committee Minutes:** Resolved not to accept the minutes of the meeting as it was not quorate.
Resolved to appoint Frank Saricino, Ronni Hofen, Pamela Mahlstedt and Kym Williams to the Program Committee, to join existing members Peter Jones & Deniese Morrison. **Action: Sec**

7.3.2 **Bairnsdale Show:** President to check on REGfm presence at the Bairnsdale Agricultural Show, 11th November 2023

8. **Next Meeting:** Tuesday, 14th November 2023, 4pm at The Hub, 27 Dalmahoy St, Bairnsdale
9. **Close:** The President closed the meeting at 17:30 AEDT