

# Apex Club of Bunbury Koombana



## Meeting 1508

When 30-06-2017 at 02:00

Location: Cnr hislop and thomas , Cnr hislop and thomas

Chairperson Mark Hearn

Minute taker Ashleigh Chester

Present Ashleigh Chester , Chris Chester , Dylan Fryer , Mark Hearn , Bec Locke , Nathan Locke , Brian Morris

Apologies Amber Calleja , Lyall Dilkes (Treasurer), Steven Dow , Vanessa Dow (Secretary ) , Beth Gault , Stacey Hearn , Kristy Morris , Sasha-Maree Nicholls

Unconfirmed Carolyn Garner , Dylan Russell , Bree Sutton

## Minutes

### 1. Attendance

#### 1.1. Quorum

7 Members present - therefore no quorum achieved.

#### 1.2. Reminder about Apologies

All members reminded to please RSVP to the commissariat with as much notice as possible - so that meetings can be cancelled if less than quorum is achieved.

### 2. Meeting opened

6:33pm

### 3. Fines Master

Dylan Fryer

### **3.1. Fines session**

For next meeting:

Greg- late to own service

Beth - overturning a wheelbarrow

Greg - breaking the chainsaw

Steven - cutting himself before handling chainsaw

Steven - for having the smallest chainsaw

## **4. Secretary's Report.**

Nothing to Report.

### **4.1. Past Minutes True and Correct**

As no quorum - Notice of Motion: Minutes of Meeting 1507 be accepted as true and accurate.

### **4.2. Correspondence In**

Email from Roadwise

Email from Allen - Esperance Dinner Notice

Bunnings - Requesting Information for Bunbury Barbeque

Jarraahwood Jaunt Emails

Email about: Regional Achievement & Community Awards - from Allen

### **4.3. Correspondence Out**

Email to Roadwise

Bunnings

Jarraahwood Jaunt Emails (see area below)

Save the date cards have been sent out

Letter to GCS requesting donations for Driver Reviver

### **4.4. Other.**

## **5. Treasurer's Report.**

Treasurer on Leave at present.

### **5.1. Other.**

## **6. President's Report.**

Welcomed self back to club.

Not a smooth road in Russia, trying times with Stacey's health. Luckily things improved at the end and the treatment was successful.

Mark would like to thank the club for all their involvement and support both in the lead-up and during treatment- enabled them to focus on the most important thing - Stacey.

Brian commented on how well it helped to bring the club together, and take us to places we had not been before.

## **7. Service Report.**

Thank you to all that helped out Val and her nieces family last Sunday, i know it was late notice but sometimes timing is everything and if you wait too long, unfortunately you could end up missing out on giving that helping hand.

Also thanks to those who held a mid service cookup for lunch.

At this point Id like to fine Nathan (if attending)for breaking the pull-start and Beth (if attending) for tipping up a fully loaded wheelbarrow. I also have fines for being 1 minute late to the meet point and 1 for also breaking a pull-start.

Capel Riding Disabled Assoc

There is a request for assistance in a little cleanup as their new (secondhand) transportable unit was vandalised prior to them receiving it. They would like to have it in reasonable condition for their students. I will be going out there on either Thursday 13th or friday 14th to see what they want done and report to the club.

Upcoming community cleanup

A few suggestions have been made for sites and I'm letting Keep Australia beautiful crew informed, first site will most likely be washington ave.

Sophies Tack Room

Still chasing donations from Laminex or MB sales for plywood. Will report once donations have landed.

### **7.1. Jarrah Wood Jaunt (dog sledding).**

July 14-16th, in Jarrahwood Forrest.

Volunteers to go down Friday night to help set up, then serve breakfast Saturday and Sunday mornings.

Members welcome to camp and stay the night to make a weekend of it!

Nathan shared video of previous years Jaunt.

To Sell:

Buns (Round)

Eggs

Bacon

Baked Beans in a Pot

Toast

Plastic Spoons

Napkins

Completed:

- Food Permit

- Site Assessment

Required:

- Walkie Talkies

- Fire Extinguisher

- 2 x BBQs

- Prep tables (5 tables) - Nathan to organise

- Thermometer

Notice of Motion: Purchase a fire extinguisher and thermometer for the club

#### **Tasks**

- ☒ Determine pricing of cost to make 1 x bacon egg roll  
Assignee: Dylan Fryer

## **7.2. Driver Reviver.**

22nd September 2017

Nathan met with Nicky. She bought him coffee. It was good.

Volunteer's to complete forms for expressions of interest for driver reviver - including information about their qualifications (e.g. food safety and first aid). Completed at meeting by 4 people.

Donations received for toilet, generator, trailer lighting - from GCS. Thank you to Nathan for organising!

Meeting with Roadwise Monday 10th July 10am.

## **8. Social Report**

\$351.45

Bowling night Friday 7th.

2 Options

Package Deal - \$30 per adult, \$20 per child

2 games, pizzas

Or - \$8 per game per person

## **9. Social Media**

Page statistics as per attachment.

 [19578231\\_10156329904223574\\_739868201\\_n.png](#)

## **10. Changeover Dinner**

12th August 2017

Food: Bernadette's Kitchen booked for catering. Service will be included

Venue: Italian Club - Club to email through requirements

Nathan to join Italian Club to access liquor license

Bar: 2 Bartenders confirmed for the night - will be paid with a free meal.

Save the Date's sent: Mayor interested. Members invited to ask friends

### **10.1. Facebook Housekeeping**

People to please remove old posts.

Mark to give Ash admin access to private group - to enable cleaning up.

### **10.2. Inter-club social football.**

Parked until Greg's return

## **11. Business arising.**

Marketing Grant - Due to poor response from other clubs around Aus, has been extended.

Likely that receipt of grant will therefore be delayed.

## **12. General Business.**

Suggestion from Brian - to organise a session with the club to break down and interpret the ideals.

### 12.1. BBQ Hand Books








Nathan has developed Barbecue Handbooks - ready for comment.

Designed to be a one stop shop for all BBQ info.

Feedback given from Dylan, Chris & Ash - very useful, great summary for newbies to be able to pick it up and run a barbecue.

Comments around the matrix- "F\*inig genius. Up there with the toaster that is" Can Man, 2017.

Notice of Motion: Club to Authorise BBQ Hand Book and Hire Agreement at next meeting

-  [Apex\\_Check\\_List.docx](#)
-  [Apex\\_Conditions\\_of\\_Hire.docx](#)
-  [Apex\\_Event\\_Sign\\_in\\_Sheet.docx](#)
-  [Apex\\_Record\\_Sheet.docx](#)
-  [Apex\\_Stock\\_Take.docx](#)
-  [Apex\\_Tally\\_Sheet.docx](#)
-  [Apex\\_Trailer\\_Inspection.docx](#)
-  [BBQ\\_Accessories\\_Return\\_Checklist.docx](#)
-  [BBQ\\_Accessories\\_Return\\_Checklist.docx](#)
-  [BBQ\\_hire\\_agreement\\_header\\_page.docx](#)
-  [Apex\\_Bunbury\\_BBQ\\_Reference\\_Bible.docx](#)
-  [Apex\\_Treendale\\_BBQ\\_Reference\\_Bible.docx](#)

#### Tasks

-  Email out BBQ Hire Agreement for Comment  
Assignee: Nathan Locke

### 12.2. MOU

MOU has been signed!


Lotteries House very pleased.

Also happy for us to pick up a table - we need to advise of a date.

### 12.3. Minutes Still Missing

Minutes Missing 1480-5, 1489, 1495, 1497, 1500-2, 1507

#### Tasks

-  email the outstanding minutes to Nathan  
Assignee: Mark Hearn  
Due date: 13-07-2017

#### **12.4. School Fete**

South Bunbury Primary School Fete

26 November 2017

\$35 per stall, Bake Sale

9am - 2pm

Notice of Motion: Club to pay \$35 for stall fee

#### **12.5. Halloween quiz night.**

Last years halloween quiz night - roaring success

Should we do it annually? Yes!

Sub Committee: Stacey, Bec and Ash

Likely to be at Italian Club

#### **12.6. Corey's Quiz**

Debrief

Lessons learnt from Quiz Night

- Tickets are purchased late in the day

Lessons learnt from Working with Corey

- Setting expectations early

- Establishing roles & responsibilities early

- Club members to avoid taking on large projects independently



### **12.7. Sleep Out**

Inaugural Apex Bunbury Koombana Sleep Out - 12th August 2017

Current Sub-Committee Members: Brian and Kristi B

Flyers being developed by Soup Van volunteer - Denise.

Mother Theresa Quote at the bottom - may have religious connotations?

Brian looking into insurance implications - having trouble reaching correct person at insurance company

All participants (as well as homeless) will receive a wrist band - band will get you dinner.

Requirements -

Trailer for selling food

July 6 - Homeless Action Group Meeting at Sascha's House.

### **12.8. Junior Sport**

Parked until Gregs Return

### **12.9. Club Census**

Club Census is due end of July - Mark and Ash to complete together.

## **13. Next meeting.**

Next meeting - nominations for board, voting on standing orders

14/07/2017

### **13.1. Fines \$**

\$5.65 in fines

## **14. Meetings Closed**

21:13

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*End of minutes.*  
*Summary of matters arising are tabled on the following page.*

# Minutes of Meeting 1508 on 30-06-2017

## Summary of Matters Arising

### Tasks

Item	Task	Assigned to	Due date
7.1	Determine pricing of cost to make 1 x bacon egg roll	Dylan Fryer	
12.1	Email out BBQ Hire Agreement for Comment	Nathan Locke	
12.3	email the outstanding minutes to Nathan	Mark Hearn	13-07-2017

## Summary of Attachments

### Attachments

Item	File Name
9.	<a href="#">19578231_10156329904223574_739868201_n.png</a>
12.1.	<a href="#">Apex_Check_List.docx</a> <a href="#">Apex_Conditions_of_Hire.docx</a> <a href="#">Apex_Event_Sign_in_Sheet.docx</a> <a href="#">Apex_Record_Sheet.docx</a> <a href="#">Apex_Stock_Take.docx</a> <a href="#">Apex_Tally_Sheet.docx</a> <a href="#">Apex_Trailer_Inspection.docx</a> <a href="#">BBQ_Accessories_Return_Checklist.docx</a> <a href="#">BBQ_Accessories_Return_Checklist.docx</a> <a href="#">BBQ_hire_agreement_header_page.docx</a> <a href="#">Apex_Bunbury_BBQ_Reference_Bible.docx</a> <a href="#">Apex_Treendale_BBQ_Reference_Bible.docx</a>

Attachments can be found under your TidyHQ admin account at:  
Storage > Meetings > [Meeting 1508](#)