

# Apex Club of Bunbury Koombana



## Dinner Meeting 1517

When 24-11-2017 at 02:00

Location: Cnr hislop and thomas, Cnr hislop and thomas

Chairperson Mark Hearn

Minute taker Dylan Fryer

Present Chris Chester , Lyall Dilkes (Treasurer), Steven Dow , Vanessa Dow (Secretary) , Dylan Fryer , Mark Hearn , Stacey Hearn , Bec Locke , Brian Morris , Kristy Morris

Apologies Emma-Leigh Ferguson , Joellen Bascombe , Amber Calleja , Scott Dennis , Carolyn Garner , Tamarisk Kemp , Nathan Locke , Sasha-Maree Nicholls , Dylan Russell , Bree Sutton

## Minutes

### 1. Meeting opened

6.47pm

### 2. Attendance

#### 2.1. Quorum

### 3. Fines Master/ fines session

Chris was appointed as fines master.

Fines.docx

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

Secretary was not present to give her report.

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

Previous minutes of 1516 to be amended that the bomber was to be revised obtaining quotes.

Motion Passed

##### **Decision**

Motion Stacey Hearn and Seconded by Chris Chester

##### **4.2. Correspondence In**

Email from Naomi Wilson

Email from Lyn Bele

Email from Liam Scott APEX Head Office

3 Emails from Katie Merwood - City of Bunbury

Email from Don Punch

3 Emails From Regional Communicator- Allen Hingston

Mail-

Salvation Army Christmas Appeal

Scott's Membership Pack

Text Messages from Mary - Friends of Des Ugle

##### **4.3. Correspondence Out**

Email to Spudshed from Stacey

Replies to Lyn, Naomi and Katie regarding membership and Australia Day Breakfast

##### **4.4. Other.**

## 5. Treasurer's Report.

General Account \$ 6696.16

Service Account \$ 781.20

Special Purpose

Amber highlighted in her report about the the need to have greater accountability with money spent.

### Tasks

- Operations Procedure to be written.  
Assignee: Mark Hearn  
Due date: 14-01-2018

## 5.1. Other.

## 6. President's Report.

Mark mentioned the fun he was having in APEX and the growth of the club and how it is having a positive impact on ourselves and the community.

## 7. Service Report.

There is no upcoming service work for 2017. We will be resuming service work in 2018 after the Christmas break.

Teiria Hiri'allsoopp ask for astistance moving on the weekend of the 8th of December.

### Tasks

- Bec to post a group post to find out members availability  
Assignee: Bec Locke
- Mark to Contact Greg about Sophie s Service Project  
Assignee: Mark Hearn

## 8. Social Report

Bec mentioned in her report of the social gathering after the fun day and the photos were uploaded to fb.

## 9. Social Media & Marketing Report.

Page Likes - 320 , up 125%

Up 256% for page views

320% for engagement.

## **10. Fundraising Report**

A brainstorming session will be run in January 2018 for future fundraising events.

It is also spoken about that we have one bBnnings sausage sizzle a quarter.

## **11. Matters Arising from past meetings.**

### **11.1. BMX Nationals!!**

Kristy to follow up.

### **11.2. Australia Day Breakfast**

Mark and Ash are organising the Australia day breakfast and have been talking to Silverchain about the requirements and tips for the breakfast.

Breakfast for approximately 700 people. These were the prices that Silverchain used.

Full Breakfast \$10

Continental Breakfast\$7

Sausage in a Bun with Juice \$3

There will need to be extra manpower for the day in packup and set down.

### **11.3. Bommer trailer**

Still awaiting quotes.

## **12. General Business.**

Steven thanked all the crew for the help at family fun day. It also needs to be decided how much will be donated to legacy

### **Decision**

Notice of Motion: We would like to donate half of the profit from the family fun day to legacy  
Up to \$550

### **12.1. Bunbury Markets**

Mark mentioned about our club directing traffic and parking on market days and charging a donation for parking on market days.

#### **Decision**

More info needed

#### **Tasks**

- Mark to find out more info  
Assignee: Mark Hearn

## 12.2. Greek night 2018

Dylan will start looking into costing and organisation of the event around Orthodox Easter 2018- April 8

### Decision

## 12.3. Salvation Army Christmas Appeal

Salvation army if asking for a money donation or donation of goods for their hampers.

### Tasks

- Mark to Follow Up  
Assignee: Mark Hearn

## 12.4. Signs quote

It needs to be confirmed with national about the marketing grant.

[Apex\\_signs\\_quote\\_from\\_spencer\\_signs.docx](#)

## 12.5. Homeless Luncheon

3 people will be needed at least to help with this event.

## 13. Fines \$

## 14. Next meeting.

## 15. Upcoming Dates

Next meeting 8th of December

Lyll: Chairperson

Dylan: Secretary

## 16. Meeting Closed

9.25pm

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*End of minutes.*

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

# Minutes of Dinner Meeting 1517 on 24-11-2017

## Summary of Matters Arising

### Decisions

Item Decision

4.1 Motion Stacey Hearn and Seconded by Chris Chester

12. Notice of Motion: We would like to donate half of the profit from the family fun day to legacy Up to \$550

12.1 More info needed

12.2

### Tasks

Item	Task	Assigned to	Due date
5.	Operations Procedure to be written.	Mark Hearn	14-01-2018
7.	Bec to post a group post to find out members availability	Bec Locke	
7.	Mark to Contact Greg about Sophie s Service Project	Mark Hearn	
12.1	Mark to find out more info	Mark Hearn	
12.3	Mark to Follow Up	Mark Hearn	

## Summary of Attachments

### Attachments

Item File Name

3. [Fines.docx](#)

12.4. [Apex\\_signs\\_qoute\\_from\\_spencer\\_signs.docx](#)

*Attachments can be found under your TidyHQ admin account at:*  
Storage > Meetings > [Dinner Meeting 1517](#)