

# Apex Club of Bunbury Koombana



## Meeting 1546 (No Reports)

Chair: Steven

Minutes: Bec/Lyall

Agenda items to Bec by Wednesday 27 March

R.S.V.P: to Mark by Wednesday 27 March

When 29-03-2019 at 02:00

Location: Cnr hislop and thomas, Cnr hislop and thomas

Chairperson Steven Dow

Minute taker Bec Locke

Present Dylan Coetzee , Lyall Dilkes (Treasurer), Steven Dow , Vanessa Dow (Secretary) , Dylan Fryer , Karen Hart , Mark Hearn , Stacey Hearn , Bec Locke , Nathan Locke , Brian Morris , Kristy Morris , Sasha-Maree Nicholls , Zoe Piek , Cindy Richardson

Apologies Joellen Bascombe , Amber Calleja , Ashleigh Chester , Chris Chester , Yvette Cirasa

## Minutes

### 1. Meeting opened

1843

### 2. Quorum

Nathan Locke, Steven Dow, Mark Hearn, Cindy Richardson, Dylan Fryer, Dylan Coetzee, Zoe Piek, Kristy Morris, Karen Hart, Stacey Hearn, Bec Locke, Lyall Dylkes, Vanessa Dow

#### 2.1. Guests

## **2.2. Other Prospexians**

Bernadette Mudford

Delta Page

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

### **Decision**

Rebecca Locke motioned that minutes of club meeting number 1543, 1544, 1545 be accepted as a true and accurate record, seconded Stacey Hearn, motion carried

## **3. Fines Session**

Dylan Coetzee fines master

many fines including those that haven't saved someones life in the last fortnight, or become full eagles members.

### **3.1. Correspondence In**

Facebook page message for service

Reply from Busso re constitution

Reply from RC re constitution

Tuart Forrest Primary School P&C re BBQ trailer hire bond

Lonsdale

Bunnings

### **3.2. Correspondence Out**

City of Bunbury re: \$500 grant for shirts

Tuart Forrest Primary School P&C regarding trailer hire bond

City of Bunbury

Email to RC re constitution

Responses via Facebook page for service

Text to Emily re sleepout

### **3.3. Other**

Treasurers report

General \$8,004.38 (cheques pending for \$1,125.74)

Service \$4,012.90

Special purpose \$250.05 (cheques pending \$250)

#### **Decision**

Nathan Locke moved a motion to pay the trailer registration for 12 months \$66.65 from the general account. Seconded Sasha, all in favour motion carried.

Nathan Locked moved a motion to pay up to \$80.00 for a new member shirt for Dita Page, seconded Bec Locke, all in favour, motion carried.

## **4. Matters Arising from Past Meetings**

#### 4.1. Constitution

Kristy has been working on the constitution and liaising with Busselton regarding what changes they had made to their constitution. We aren't able to make changes to the constitution, and if we make changes to it we can no longer be part of the association. Kristy has confirmed with RC Allen regarding this and confirmed that this is the case. The previous constitution was in breach of the law, however the current constitution is believed to meet the requirements of state law. The standing orders remain unchanged and are not impacted by the states expectations, and need to work in conjunction with the existing constitution.

Mark spoke to the need to update the constitution to reflect Apex Club of Bunbury Koombana in place of the Constitution of the Apex Clubs of Australia. Concerns are regarding the grievance processes not being covered in the constitution.

Sasha spoke to the WA standard "Model Club Rules" being adopted, however Apex won't allow us.

Kristy spoke regarding the manual working in conjunction with the constitution, to form the running obligations for the club.

Sasha mentioned that Shining Hope got rejected twice.

Lyall spoke to submitting our existing constitutions to Associations online and then forwarding any rejections to National.

Kristy to follow up with Legal, National and Associations and come back to the club next meeting.

#### Tasks

- Kristy to contact National Board and Legal  
Assignee: Kristy Morris  
Due date: 12-04-2019

## 4.2. Sleepout

We have two dates selected aligning with homelessness week 2019. City of Bunbury have cleared these dates, either 3rd or 10th of August. Homelessness Week starts Sunday 4th and ends Saturday the 10th.

Sasha asked the group for their thoughts on the dates.

Sasha provided background regarding the Sleepout, Action Group for Homelessness South West, Denise Emily & Sasha. They do 2 things, sleepout in conjunction with Apex and Pay it Forward Cards. We try to get as many people as possible paying \$25 registration fee, this year we are hoping to secure sponsorship for a promotional shirt etc to offer as part of registration. First year we slept out in the worst storm of the year, second year we slept through 2 degree temperatures. Brings about a lot of media attention around the south west and highlights in everyone's mind that there is a homelessness situation in Bunbury. The greatest achievement was last year the homeless community joined us in our sleeping out as they are starting to see that we are on their side and trying to assist.

Mark added that last year the Salvation Army was able to complete the shower facilities, and secure woolworths sponsorship, and Sasha added that this also assisted with the second van.

Sasha clarified that we need people present on site to look over people over the evening.

Agreed on 3rd August.

Discussed arranging bigger banner, quotes to be obtained by Kristy Morris.

Sub-Committee - Zoe, Sasha, Brian, Kristy, Emily

Social Media - Bec

Bec suggested we extend the invite to Jo from Shining hope to be part of this years committee, all in agreeance. Brian and Kristy to reach out to Jo regarding this.

### Decision

Bec Locke motioned for \$250 from the general account to purchase a banner for the sleep out, seconded Vanessa Dow, motion carried.

### Tasks

- Kristy to arrange quotes for banner  
Assignee: Kristy Morris  
Due date: 02-05-2019
- Kristy to extend invite to Jo to join the committee  
Assignee: Kristy Morris  
Due date: 02-05-2019

#### **4.3. Bellemore Park**

Thanks to Karen's pilfering skills, she has started to design us a project plan.

The plan was presented to the group, it is taking shape well for us to then present to stakeholders including the council.

The intent of this project plan is to form a clear direction on where the club would like to go with this.

The council has been contacted and response has been positive. The COB has actually been working on allocating monies to Bellemore Park and they are eager to hear from us and our plans for this site.

Karen and Kristy will be meeting with city of Bunbury to start working out what the councils scope is on this project.

Under Public Open Space Strategy, parks and open spaces.

Kristy Tillett Manager of Landscape and Open Space

#### **4.4. Ron Fitch Service**

Went around last Sunday, basically just picking up odds and ends and potting up plants out the front. Everything is pretty much good to go. Ron is moving to an assisted living space shortly.

The issue is that he would like it done this weekend, which we are conscious of being a tight turn around.

Available for 1130 Sunday - Cindy, Kristy, Nathan, Vanessa, Steven

##### **Decision**

Nathan Locke moved a motion to pay up to \$100 from the service account to complete the service at Ron's house. Seconded Sasha, motion carried.

#### **4.5. Shining hope**

Jo attended last meeting and mentioned that they are looking to secure funding for print products etc. Bec to reach out to Jo regarding this.

##### **Decision**

Bec Locke moved a motion to pay up to \$200 from the general account for print products for shining hope, seconded Kristy Morris, motion carried.

## 5. General Business

Cindy - Kids Medical group, looking for items discussed extending invite to next meeting.

Dylan Fryer - proposed membership to Dita, Steven asked the club if they would accept Dita as a member to the club, seconded Brian Morris, all in favour, motion carried.

Social 18th May, drinks and games at the hall.

Brian - car wash at Gravity at Daly \$10 10-2.

Kidsport funding, there are 58 families that are impacted by the change to the funding for kidsport funding. Scouts and the kidsport funding support is a great way for children and families from lower socioeconomic backgrounds. Kristy suggested drafting a letter from the club perspective to request it to be considered. Brian is waiting on an e-mail from Viv who is a group leader regarding clarification on where then existing funding comes from and where it goes to to add weight to our case.

Kristy - RC nominations are due, is the club in favour of nominating Brian. We all support this on the understanding the Morris family will lean on their fellow members of the club as and when needed. Brians nomination is endorsed by ABK. Kristy to submit the nomination.

Sasha - Mark and Sasha had a discussion last week and spoke about the fact that we are all really busy. Perhaps at the start of the financial year we schedule social events in advance so that the social side of what we do is not falling by the wayside. Schedule it in at the beginning and maybe look to use the team up calendar for this. Perhaps in conjunction with the AGM agenda.

Sticker for the soup van, Sasha requested A3, Nathan will go see the guys that did our existing signs and items.

Bec - Nominations, Brian spoke about reaching out to the person undertaking the role to find out the time commitment and gauge capacity. Glamping enquiry for social for the ladies, details will be put into the private group for those interested August 23rd-24th, extend invite to Manji, Gero Busso etc.

Nathan - in regards to the BMX club they are trying to raise funds to seal the race track. Thinking that this is quite our target audience, perhaps we could look to sponsor a corner of their race course with Apex corner. Mark suggested civilian widows trust. Steven agreed that it is a great demographic of young families and a local organisation.

Perhaps we could also assist with fundraising activities best practice for other groups, and maybe linking in to other service groups. Mark also suggested linking in with other organisations to help them on their committees and events. Post in the private group to keep all of these together to be discussed at each meeting.

Mark - dog park is proposed for Apex Park in Shire of Dardanup, we need to consider how the club feels about this. Brian feels we should draft a proposal for a different location. Proposed contacting the shire pertaining to our concerns... drafting a letter. First port of call is to locate the proposal and post up in the group so we can regroup next meeting.

### Decision

Bec Locke moved a motion to pay up to \$300 to Medical Kids Regional Family Support from the general account, Stacey Hearn amended the motion to pay up to \$500 to Medical Kids Regional Family Support from the general account, seconded Karen Hart, motion denied.

### 5.1. Tuart Forrest Primary BBQ Bond

Corro has been received regarding a bond that has been paid previously, according to Tuart Forrest Primary School have just been forgoing the bond each time they hire the trailer.

Money for the hire goes into the bank. Bond is always cash for ease of refund, once the trailer is checked and okay you refund the hirer the fee.

The school has inquired regarding hiring the trailer on the 9th of April, suggested that we charge them zero hire fee for this which should then rectify this situation.

### 5.2. First Aid

Stacey would like to look to the club organising first aid certificates, perhaps the club could partially fund this. Also extend the invite to Manjimup and Busselton.

This is in direct result of an event that happened in the last week assisting a member of the public in a medical emergency.

Nessa mentioned that it is roughly \$199 per person for child care ones.

Sasha said maybe we could collaborate with other service clubs and not for profits.

Zoe stated it is \$160 for one days training.

Mark suggested sending through to the Apexian as a good news story.

Bec suggested linking in with local papers if we can get this off the ground and happening.

Cindy said there is an app for St Johns called first responder to help in these cases.

Where to from here, Stacey will do some investigation and update us next meeting.

#### Tasks

- Stacey to contact St Johns regarding prices and dates, to update at next meeting  
Assignee: Stacey Hearn  
Due date: 12-04-2019

### 5.3. Service Tools

Stacey had a brain fart, when we do service we don't own steel caps. Perhaps Karen could speak with Alcoa regarding help with getting steel caps for the club. Also muffs for whipper nipping perhaps.

Sasha suggested that we are doing a lot of yard clean ups, perhaps the club should purchase some secateurs and service tools for the club.

Nathan said we need to do an audit of the clubs assets, board to organise this. Steven will take the lead. Sasha will work with Bec to put together a list of "yard clean up" necessities.

#### Tasks

- List for PPE request from Alcoa to be given to Karen  
Assignee: Stacey Hearn  
Due date: 30-04-2019



#### **5.4. Anzac day wreath**

ANZAC day is coming up, need to organise our social and who is laying the wreath.

BBQ at Koombana for social afterwards.

Please tell Mark if you will be coming along as we will possibly book somewhere for breakfast if we don't have a BBQ.

#### **Tasks**

- Kristy to get quote for wreath  
Assignee: Kristy Morris  
Due date: 12-04-2019
- Vanessa to get quote for wreath  
Assignee: Vanessa Dow  
Due date: 12-04-2019

#### **5.5. City of Bunbury Grant for Shirts**

Bec has submitted an application to City of Bunbury regarding a \$500 grant for shirts and other service items.

Charcoal shirts including embroidery \$63.70

High Vis including embroidery \$75.40

Quotes from Work Clobber, Sasha to follow up with owner regarding possible further discount.

Bec to submit quote to COB for application to be sent to CEO.

#### **6. Upcoming Dates**

Sunday service, meet at the hall at 1130

26th May for possible First Aid (Stacey is contact for this - details to follow, nothing locked in yet)

#### **7. Next meeting**

Friday 5th April 2019 - TBC, watch the private group & TidyHQ invite for date. (will be followed up as possible inter-club with Manjimup during April - TBC?)

#### **8. Meeting Closed**

2118

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

# Minutes of Meeting 1546 (No Reports) on 29-03-2019

## Summary of Matters Arising

### Decisions

Item Decision

2.3 Rebecca Locke motioned that minutes of club meeting number 1543, 1544, 1545 be accepted as a true and accurate record, seconded Stacey Hearn, motion carried

3.3 Nathan Locke moved a motion to pay the trailer registration for 12 months \$66.65 from the general account. Seconded Sasha, all in favour motion carried.

Nathan Locked moved a motion to pay up to \$80.00 for a new member shirt for Dita Page, seconded Bec Locke, all in favour, motion carried.

4.2 Bec Locke motioned for \$250 from the general account to purchase a banner for the sleep out, seconded Vanessa Dow, motion carried.

4.4 Nathan Locke moved a motion to pay up to \$100 from the service account to complete the service at Ron's house. Seconded Sasha, motion carried.

4.5 Bec Locke moved a motion to pay up to \$200 from the general account for print products for shining hope, seconded Kristy Morris, motion carried.

5. Bec Locke moved a motion to pay up to \$300 to Medical Kids Regional Family Support from the general account, Stacey Hearn amended the motion to pay up to \$500 to Medical Kids Regional Family Support from the general account, seconded Karen Hart, motion denied.

### Tasks

Item	Task	Assigned to	Due date
4.1	Kristy to contact National Board and Legal	Kristy Morris	12-04-2019
4.2	Kristy to arrange quotes for banner	Kristy Morris	02-05-2019
4.2	Kristy to extend invite to Jo to join the committee	Kristy Morris	02-05-2019
5.2	Stacey to contact St Johns regarding prices and dates, to update at next meeting	Stacey Hearn	12-04-2019
5.3	List for PPE request from Alcoa to be given to Karen	Stacey Hearn	30-04-2019
5.4	Kristy to get quote for wreath	Kristy Morris	12-04-2019
5.4	Vanessa to get quote for wreath	Vanessa Dow	12-04-2019