Byford Bushrangers Inc.

Committee Meeting 5th July

When	Wed, 05 Jul 2017 at 2:30 AM
Location:	Byford & Districts Country Club, 88 Linton Street North, Byford, Western Australia, Byford WA 6122, Australia
Chairperson	Geoff Watson
Minute taker	Ramone Glasgow
Present	Mark Belstead , Paul Fullwood , Ramone Glasgow , Nicole Patulny
Apologies	Andrew Bonnard , Casey Girdlestone , Hayley Tilbrook

Minutes

1. Present & Apologies

Present- Paul Fullwood, Phil Branch, Geoff Watson, Shane Patulny, Ramone Glasgow, Mark Belstead, Kellie White

Apologies- Andrew Bonnard, Casey Girdlestone, Hayley Tilbrook, Marcus Gianatti, Nicole Patulny.

No apologies from Denny Baldwin, Michael Smalpage.

Decision

Need to please respond to agenda if you can or cannot attend meeting. Or message Marcus or Ramone. 3 strike rule will apply. Also for general committee members it is important that you can attend.

2. Previous minutes presented

Minutes passed RG. Seconded MB

3. Business arising from previous minutes

Nil

4. Correspondence In/Out

1-Dept of Commerce and Consumer Protection regarding Constitution changes that need to be up to date.

2- 2 enquiries regarding teeball

3- Dyenamic Sport wholesaler brochure (presented)

4- Letter from Shire re fees and charges

Decision

Discuss fees and charges at next meeting. Our club is the highest paying for a lesser facility.

5. Vacant positions

Publicity Officer- RG and KW happy to share position

Canteen- still vacant

Baseball- RG is considering taking on the role

6. Bank account signatories

Motion put forward by Mark Belstead to add Marcus Gianatti to the bank as a signatoy on the club account. Passed MB. Seconded GW

Motion put forward by Mark Belstead to add all 4 bank signatories to online banking and to delete Danielle Blackman and Steve Goedecke off the online signatories. Passed MB. Seconded PB.

7. Constitution

Idea for a sub committee to be formed to work on By-Laws, Constitution and Roles of committee members. That way it takes the onus off all committee members. Anyone is welcome to be part of it though.

Decision

Form a sub committee to go over Constitution, By-Laws and roles of committee members

8. Bylaws & Job descriptions

As stated above

9. SWOT and Strategic Plan/Vision

Important to do the Strategic Plan to maintain our position at Briggs.

Maybe incorporate the 4 F's of Teeball in our Vision.

Decision

Whole Committee to have a look at Byford BMX's Strategic Plan on their facebook page.

Tasks

- [ ] Have a look at Byford BMX's Strategic Plan on their fb page
  Assignee: Mark Belstead
  Due date: Tue, 18 Jul 2017

10. Upcoming Events & Registrations

Veranda 22nd July is our 1st Registration

SJ Fair August 12th

Other places to see if we can hold rego tables is---- Bendigo Bank. Coles Byford. Woolworths and Coles Armadale. Auskick Windup. All Primary schools (or perhaps to advertise registrations through them).

Have a go day. MG to discuss at next meeting

Tasks

- [ ] Bendigo Bank rego table
  Assignee: Ramone Glasgow
  Due date: Fri, 07 Jul 2017
- [ ] Coles Centre Management Byford
  Assignee: Ramone Glasgow
  Due date: Fri, 07 Jul 2017
- [ ] Armadale 2 shopping centres
  Assignee: Geoff Watson
  Due date: Mon, 17 Jul 2017
- [ ] Schools
  Assignee: Ramone Glasgow
  Due date: Mon, 17 Jul 2017

11. Registration Form

Few ideas discussed on changing. Kellie will bring changes to next meeting. A few were--- Putting age divisions as clear boxes on the form. Adding in what school they are from. Emergency contact.

2016-registration.pdf

Tasks

- [ ] Bring updated version of rego form to next meeting
  Assignee: Kellie White
  Due date: Tue, 18 Jul 2017

12. Have a go day

As Marcus was not present, committee decided to let him discuss idea at next meeting.

Decision

Marcus to discuss at next meeting

13. Treasurers Report

Attached.

$10,702.81 in bank account at present.

Not much is happening in terms of money in and out.

income_expenses.pdf

14. Eftpos

Motion put forward to purchase the "Genie" Eftpos from Westpac. Passed GW. Seconded GW

Tasks

- [ ] Contact Westpac Armadale and get all relevant information to purchase eftpos machine and set up an a/c
  Assignee: Geoff Watson
  Due date: Tue, 18 Jul 2017

15. Promotional material

Signage. RG to put in a new request for quote from Sign Spec. New size to be 1.2m x 600

Next meeting discuss what we want written on signs. Need to figure out how many to purchase and best locations to put them.

KW to do up an A4 flyer. Present at next meeting.

Committee would like to have position badges.

MG to discuss next meeting if we are going to purchase new committee shirts.

Will need to fill out form that RG has to submit to the Shire re placements of signs. Will cost approx $147.00 for temporary signs around the Shire. Everyone on the committee to please come up with PRIME LOCATIONS for next meeting

Tasks

- [ ] New Flyer promoting the club
  Assignee: Kellie White
  Due date: Tue, 18 Jul 2017
- [ ] email Sign Spec re new measurements
  Assignee: Ramone Glasgow
  Due date: Tue, 18 Jul 2017

16. Stocktake

Shane, Mark, Marcus and Geoff have cleaned out alot of rubbish.

Shane and Mark to do a stocktake of everything and put on the database.

Tasks

- [x] Stocktake
  Assignee: Shane Patulny
  Due date: Sun, 16 Jul 2017
- [x] Stocktake
  Assignee: Mark Belstead
  Due date: Sun, 16 Jul 2017

17. Baseball & Kwinana

Kwinana did not get back to Geoff re the 2 clubs joining forces. Hopefully we will know more soon

Need a baseball delegate.

18. TBAWA & Social media workshop

GW said TBAWA was a very short meeting and not much was discussed.

GW also attended a social media workshop. He got his picture in the paper. RG was unable to attend.

Marlene Renton is hoping to get a workshop in the Shire. Watch this space

19. TidyHQ & Emails

MB has changed the email settings so it will be a lot easier to keep track of incoming and outgoing emails.

Also presented us how to access storage and what is in there. Also tasks.

20. Quiz Night

Paul Fullwood did a great job organising another fun night. Only exception was the questions were harder !!

The committee thank you Paul for your hard work. Also thanks to the Scorer Mark Belstead and girl Friday Ramone on the night. Thanks Phil and Ramone for going around and getting donations.

Total monies raised on the night $1,222.00

Great amount

21. Veranda/Sausage Sizzle

Saturday 22nd July, Veranda, a new business is having an opening day. We are cooking sausages ! Need to be there at approx 7-7.30am. GW, RG, MG, MB will try and share the workload. We can also do registrations and have a FREE RAFFLE of sporting goods donated by Fielder's Choice. Unsure of number required for sizzle, but we are guestimating 100.

Advertise on FB to get the word out. RG and KW to liaise with MG on what to put up

Tasks

- [x] Veranda sausage donation from Allan Beatties Butcher
  Assignee: Geoff Watson
  Due date: Fri, 14 Jul 2017
- [x] bakery price for rolls
  Assignee: Ramone Glasgow
  Due date: Fri, 14 Jul 2017
- [x] serviettes, condiments,onions
  Assignee: Ramone Glasgow
  Due date: Fri, 14 Jul 2017

22. General Business

Kellie White is pregnant.

Congratulations to Mark and Kellie. From all the committee

23. Next meeting

Will be in 2 weeks time

19th July at 6.30pm

Tasks

- [x] contact BDCC about having meeting on 19th July @6.30
  Assignee: Ramone Glasgow
  Due date: Fri, 07 Jul 2017

24. Meeting Close

Meeting Closed at 8.51pm

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

Minutes of Committee Meeting 5th July on Wed, 05 Jul 2017

Summary of Matters Arising

Decisions

Item	Decision
1.	Need to please respond to agenda if you can or cannot attend meeting. Or message Marcus or Ramone. 3 strike rule will apply. Also for general committee members it is important that you can attend.
4.	Discuss fees and charges at next meeting. Our club is the highest paying for a lesser facility.
7.	Form a sub committee to go over Constitution, By-Laws and roles of committee members
9.	Whole Committee to have a look at Byford BMX's Strategic Plan on their facebook page.
12.	Marcus to discuss at next meeting

Tasks

Item	Task	Assigned to	Due date
9.	Have a look at Byford BMX's Strategic Plan on their fb page	Mark Belstead	Tue, 18 Jul 2017
10.	Bendigo Bank rego table	Ramone Glasgow	Fri, 07 Jul 2017
10.	Coles Centre Management Byford	Ramone Glasgow	Fri, 07 Jul 2017
10.	Armadale 2 shopping centres	Geoff Watson	Mon, 17 Jul 2017
10.	Schools	Ramone Glasgow	Mon, 17 Jul 2017
11.	Bring updated version of rego form to next meeting	Kellie White	Tue, 18 Jul 2017
14.	Contact Westpac Armadale and get all relevant information to purchase eftpos machine and set up an a/c	Geoff Watson	Tue, 18 Jul 2017
15.	New Flyer promoting the club	Kellie White	Tue, 18 Jul 2017
15.	email Sign Spec re new measurements	Ramone Glasgow	Tue, 18 Jul 2017
16.	Stocktake	Shane Patulny	Sun, 16 Jul 2017
16.	Stocktake	Mark Belstead	Sun, 16 Jul 2017
21.	Veranda sausage donation from Allan Beatties Butcher	Geoff Watson	Fri, 14 Jul 2017
21.	bakery price for rolls	Ramone Glasgow	Fri, 14 Jul 2017
21.	serviettes, condiments,onions	Ramone Glasgow	Fri, 14 Jul 2017
23.	contact BDCC about having meeting on 19th July @6.30	Ramone Glasgow	Fri, 07 Jul 2017

Summary of Attachments

Attachments

Item	File Name
11.	2016-registration.pdf
13.	income_expenses.pdf

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > Committee Meeting 5th July