

DATE	25 January 2017	VENUE	101 Peterborough Circle North Lake
SUBJECT	Committee Meeting	ATTENDEES: C. Booth, E. Hart, J. Basire, E. Turton, F. Halma, R. Cook, N. Greenwell, K. Alexander, A. Robinson APOLOGIES: H. Mitchelmore, K. Adamson, Kaye & Terence Pestana, Deb Ruggerio	
FROM	Elizabeth Turton		
MEETING No.	20170125		
START TIME	7.05pm	FINISH TIME	9.20pm

No.	Item	Action
1	Welcome	
	Chris welcomed everyone to the meeting, apologies were recorded	
2	Matters arising from previous minutes	
	<p>Previous Minutes 20160914 were accepted and signed by Chris.</p> <p>(a) Permanent notice board suggestion – nothing has been done so far, however, Julie will approach the Troy Park Association to discuss the possibility of one being installed. At the same time Julie will also request soap and hand towels in the amenities.</p> <p>(b) Possible guest speaker – Birgit Jorgenson previously suggested the gentle ‘Wellness Approach to Chiropractic’. No date has been scheduled.</p> <p>Ken suggested a more structured approach to guest speakers, where perhaps 2 or 3 are scheduled for the year, each no more than 20 minutes duration. He volunteered to float the idea with other members to find out their preference of speaker, and will follow up with guest speaker contact. His ideas included;</p> <ul style="list-style-type: none"> • Cardio respiratory – St Johns • Physiotherapy – Jacqueline Herron (Health 520) • Podiatry • Chiropractor <p>To ensure there is no conflict of activities, Ken will use the Y Striders calendar</p>	<p>Julie</p> <p>Ken</p>
3	Correspondence	
	<p>(a) IN – A Wellness Approach to Chiropractic – possible guest speaker</p> <p>(b) IN - Fremantle City Library – requesting updated contact information. Done – 30/12/16</p> <p>(c) IN - Melville City – Robin Hood Project for funding, submissions open on 1 February. Eva and Nola suggested ‘bike racks’ at Troy Park to eliminate the tripping hazard when the facilities are being shared with other clubs. To give credibility to the submission, Ken suggested that the three main members of Troy Park Association (football, netball and cricket) may like to endorse the letter</p> <p>(d) IN – Department of Commerce – confirmation that Y Striders rules have been accepted with effect from 7 November 2016</p> <p>(e) IN – Northfleet Bus Hire – Ann has approached them for a quote on bus transport</p> <p>(f) IN – Live Well Running Clinic in Currambine (physiotherapy) would like to arrange a presentation on their product. It was decided that although the subject matter was relevant, the location of the clinic was too far away. No response required.</p> <p>(g) IN – Melville Rotary have offered Y Striders, Sundays 11th and 18th June 2017 to attend/work at the markets on behalf of Y Striders. These dates have been added to the calendar</p> <p>(h) IN – MSWA email advising date for the Step Up for MS event</p> <p>(i) IN – Department of Sport and Recreation – are running free workshops for community sport and recreation clubs. It was suggested that Kevin may be interested in pursuing the workshop on Marketing and Sponsorship.</p>	<p>Elizth</p> <p>Kevin</p>

Minutes of Meeting

	<ul style="list-style-type: none"> • How to Run Your Club – 8 February 2017 • Operational Planning and Goal Setting – 1 March 2017 • Managing your club people – 22 March 2017 • Financial Management – 12 April 2017 • Marketing and Sponsorship – 3 May 2017 • Effective Teams – 24 May 2017 <p>(j) OUT – Information Statement sent to the Department of Commerce to advise the annual income and that the club has at least 6 voting members, an AGM has been held, therefore the club is still active. This statement is now required by law to be sent every year immediately after the AGM.</p>													
4	President's Report													
	<p>Chris confirmed committee roles;</p> <ul style="list-style-type: none"> • Executive committee – Eva, Julie, Elizth and himself • Management committee - Faye, Ros, Kevin, Nola (also Trainer Liaison), Kaye, Terence, Ken and Helen • Sub Committees – Ann (Social), Deb Mac (Wardrobe) • Session Facilitators - Ken Alexander, Bill Swalling, Peter Stewart-Dawkins <p>Chris requested that in future, the Session Facilitators be included in any meetings with the Trainers.</p> <p>Activities since the last committee meeting were well attended - they include;</p> <ul style="list-style-type: none"> • The SGM • The AGM • Soiree • Cow Parade • Club Christmas Party • New Year's Eve at Bathers Beach and afterwards at Ros' place <p>Invitation to attend special meetings for local clubs. Chris to contact the City of Melville to request that he be placed on the list of attendees.</p> <p>New Web Site. Chris advised that the new web site is ready to go live and requested Elizth provide a demonstration for committee approval. Approval was given for it to be implemented to go live.</p> <p>As Y Striders offers a service to the community, Ken suggested that it would be a good idea for the new Y Striders web link to be provided to all surrounding local councils and not just the City of Melville. Elizth will investigate.</p> <p>Chris said that Terry saw an article on TV regarding the possible funding for not for profit organisations. He said Terry would follow this up and report back.</p>	<p style="text-align: right;">Nola</p> <p style="text-align: right;">Chris</p> <p style="text-align: right;">Elizth</p> <p style="text-align: right;">Terry</p>												
5	Financial Report													
	<p>Julie put forward a motion for Elizabeth to be a signatory for the Bankwest account. All agreed. Julie will complete the necessary forms and lodge with Bankwest.</p> <p style="text-align: center;">FINANCIAL REPORT 25 JANUARY 2017</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Balance Bankwest Zero Trans a/c</td> <td style="text-align: right;">\$ 2,613.85</td> </tr> <tr> <td>Balance Bankwest Saver a/c</td> <td style="text-align: right;">\$10,465.14</td> </tr> <tr> <td>Add: Anticipated income to June 2017</td> <td style="text-align: right;">\$11,256.00</td> </tr> <tr> <td>Total Funds</td> <td style="text-align: right;">\$24,334.99</td> </tr> <tr> <td>Less Provision For:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Troy Park Rooms to June 2017</td> <td style="text-align: right;">\$1,690.00</td> </tr> </table>	Balance Bankwest Zero Trans a/c	\$ 2,613.85	Balance Bankwest Saver a/c	\$10,465.14	Add: Anticipated income to June 2017	\$11,256.00	Total Funds	\$24,334.99	Less Provision For:		Troy Park Rooms to June 2017	\$1,690.00	Julie
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	<p>Troy Park Lights \$ 500.00</p> <p>Wages/PAYG to June 2017 \$7,505.00</p> <p>Website Expenses \$ 200.00</p> <p>PO Box Rental \$ 122.00</p> <p>Public Liability Insurance \$1,200.00</p> <p>Workers Compensation \$ 300.00</p> <p>Miscellaneous \$ 500.00 \$12,017.00</p> <p>Anticipated Funds in Bank at end June 2017 \$12,317.99</p> <p>Membership 56</p> <p>10 Family</p> <p>28 Full</p> <p>16 Social</p> <p>1 Life</p>	
6	Club Captain's Report	
	<p>Eva discussed the new 2017 calendar and noted that there were several changes in dates and activities that need to be made. She would like more walkers to participate in fun runs and will try to generate more enthusiasm for them to take part.</p> <p>Eva suggested that the Relay for Life on 29 April would perhaps be good for a team activity, so she will research further.</p> <p>The date of the Swan River Run is currently unknown and it may conflict with other items on the calendar. Eva will investigate further and let Ann (social), Elizth (calendar) know the details as soon as possible.</p>	<p>Eva</p> <p>Eva</p>
7	Trainer Liaison Report	
	<p>Nola and Chris met with the Trainers recently, to discuss their commitments for the year ahead.</p> <ul style="list-style-type: none"> • Celina – has a Prac session in March and will finish her course in June, with the possibility of obtaining another job • Ben – is moving north of the river after June and will be unable to commute to Attadale • Deb – is well again and has structured her year to be less busy <p>Chris said that as Ben and Celina may decide to terminate their employment, the committee will need to actively start looking for a replacement as soon as possible</p> <p>Julie has heard of a person who may be suitable for the position – Nola suggested that Julie provide him with the club's contact details so that he can apply for the position and undergo an interview.</p> <p>To assist the Session Facilitators who are called upon to fill in when there is no trainer available, Ken suggested that it would be a good idea to have in place a series of warm up protocols for ready access at the club. These could be printed, laminated and kept at the club for use when the need arises.</p>	<p>Julie</p> <p>Nola / Ken</p>
8	Trainer's Reports	
	<p>Deb had provided Nola with her report</p> <ol style="list-style-type: none"> (a) She is happy with the new 2017 Calendar (b) She would like the club to start promoting 'Step up for MS' in the coming weeks (c) She bought her own Fitbit and is using this to monitor individual's heart rates (d) Would like the committee to start looking for replacement trainers around mid-March 	
9	Social Report	

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	<p>For the 20th birthday celebration on Sunday 16th July Ann suggested travelling by bus to a 'mystery' venue for lunch. She has investigated a venue which provides a \$50 menu and a bus will cost each person \$10 approximately. The committee agreed that this was a good suggestion and agreed for Ann to proceed.</p> <ul style="list-style-type: none"> • 25 February – Movie night arranged at Burswood Outdoor Theatre • April – Dave Wright is organising a Pub Crawl • 7 May – Bike ride to be organised by Bill • 2 – 5 June – long weekend in Pemberton organisation going well • July – 20 Birthday Celebration • Soiree – possible venue in Ken's Garden 	
10	General Business	
	<p>(a) 4 Week Trial Pass – this will be introduced at the same time as the launch of the new web site. ET tabled a sample of the Pass. There was no objection to its implementation.</p> <p>(b) ET requested a minor change to the Membership Application Form - the inclusion of the following statement. <i>'I understand that photos taken by club members may appear on social media and it is my responsibility to inform the photographer if I do not want any photos that I appear in to be used on social media or for marketing purposes.'</i> There was no objection by the committee to this change. ET will;</p> <ul style="list-style-type: none"> • Amend the form • Replace the original in the database • Replace hard copies at the club • Request the Trainer Liaison advise the trainers of this change 	<p>Elizth</p> <p>Elizth</p>
11	Any Other Business	
	<p>Coffee cups – there has been a complaint regarding the non-supply of foam cups however most people are willing to bring their own cup. Chris suggested that we provide biodegradable cups in the event that someone forgets to bring their cup or for when there is a new visitor at the club. Ken located 400 biodegradable cups for \$90 on the internet. Ros to investigate</p>	Ros

NEXT MEETING TO BE HELD ON WEDNESDAY 5TH APRIL 2017

I hereby certify that these minutes have been reviewed and are correct

PRESIDENT or MEETING CHAIR

NAME

SIGNATURE