

DATE	27 June 2018	VENUE	28 Hamilton Street East Fremantle
SUBJECT	Committee Meeting	ATTENDEES: K. Alexander, K. Adamson, C. Booth, C. Hutcheon, K. Castle, J. Basire, E. Turton, R. Cook, N. Greenwell, E. Hart, T. Pestana, K. Pestana, F. Halma APOLOGIES: D. Ruggiero	
FROM	Elizabeth Turton		
MEETING No.	20180627		
START TIME	7.00pm		
No.	Item		Action
1	Welcome		
	Ken welcomed everyone to the meeting, apologies were recorded		
2	Matters arising from previous minutes		
	<p>Previous Minutes 20180411 have been signed by Ken Alexander.</p> <p>(a) Application for grant – The Melville City has approved a \$2500 grant which is to be spent on advertising material and announcements. The proposal is to have a general recruitment and promotional drive during late August with a mini open day each Saturday during September from 7am to 10am.</p> <ul style="list-style-type: none"> Two trainers will be required each Saturday 7am – 9am A Power Point promotional display will be played in the clubrooms Display boards on tables New people to be encouraged to take part in walking programs on the oval Extra funding requested for artwork design (Jamie Wyatt has been approached to do this) Terry to approach local newspapers for advertorial, Melville City’s Mosaic magazine and eNews, Curtin FM Radio (\$88 for 12 months, 2 weekly announcements and 3 twice a day 1 week before event), and other targets Kevin and Ken to provide Terry with the text for the announcements Chris B to enquire about using social media Kaye said the East Fremantle Community social media may be an outlet to use Karen said up to 5 people can post on the current Y Striders Facebook page. She suggested that it could be utilised more to post information Ros suggested business cards would be helpful <p>Request for additional finance for trainers, advertising and design work over and above the \$2500 grant. Request accepted by Terence Pestana, seconded by Christine Hutcheon. All agreed</p> <p>(b) Application for grant – an additional application for a grant of \$2000 has been made to SERCO.</p> <ul style="list-style-type: none"> Kevin said if successful, additional printing of invitations will be done and a letterbox drop organised. The committee will need to nominate someone to coordinate the drop Kevin to provide details for the coordination of a letterbox drop as he will not be in Perth at the time <p>(c) Path markings for speed work – Ken and Terry have not made progress on this however they intend marking the path in the Applecross direction.</p> <p>(d) Little Aussie Directory – Ken advised that Y Striders is already in the booklet. No further action is required</p> <p>Minutes accepted: Terence Pestana Seconded: Christine Hutcheon</p>		<p>Terry</p> <p>Kevin Ken Chris</p> <p>Kevin</p>

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	<p>application to secure a grant of \$2000 from SERCO</p> <ol style="list-style-type: none"> 6. Ros and Elizabeth – producing membership data to provide a baseline for evaluating the success of the proposed open days 7. Iris – a generous \$1000 donation for all of the support she was given during her illness 8. Ann Robinson – for social dimension and forthcoming 21st birthday dinner 9. Kerrie Tomlinson – organising and recruiting for Sydney City to Surf 10. Deb Ruggiero – for variety in our Saturday sessions, including off site gatherings at Manning and Kings Parks, for providing support for the other trainers, including new addition Celeste 11. Eva Hart – enthusiastically taking up a role heading the Fitness Sub Committee, liaising with trainers and members to post well-received training programs. Eva also publicises upcoming community walk/runs 12. Elizabeth Turton – for arranging a consultant to optimise our website, liaising with suppliers for promotional materials, providing regular posts on the club blog 13. Julie Basire – for her financial services as Treasurer, her research on the wages policy in the context of ongoing responsibilities and entitlements of employees (trainers) 14. Darryl Turton – for replacing all batteries in the heart rate monitors 15. Karen Castle – for supporting club IT requirements and working with Elizabeth on a number of ongoing projects 16. Kaye Pestana – consulting the data base to provide results for walkers and runners of the month 17. Faye Halma – for continuing an important element of excitement and financial contribution with Chase the Ace 18. The Executive Committee – nurturing an effective working relationship with Troy Park Assoc and its President. Y Striders will soon have its own key boxes to access facilities. CCTV cameras are soon to be installed at the club rooms and car park with security and vandalism detection in mind 19. Bob Greenwell – has had a welcome improvement in his health <p>Accepted: Julie Basire Seconded: Faye Halma</p>																																														
5	Financial Report																																														
	<p>Julie tabled her Financial Report. FINANCIAL REPORT 27 JUNE 2018</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Balance Bankwest Zero Trans a/c</td> <td style="width: 10%;"></td> <td style="width: 20%; text-align: right;">\$ 8,434.38</td> </tr> <tr> <td>Balance Bankwest Saver a/c</td> <td></td> <td style="text-align: right;">\$10,624.55</td> </tr> <tr> <td> Add: Anticipated income to August 2018</td> <td></td> <td style="text-align: right;"> \$6,036.00</td> </tr> <tr> <td>Total Funds</td> <td></td> <td style="text-align: right;">\$25,094.93</td> </tr> <tr> <td colspan="3"> Less Provision For:</td> </tr> <tr> <td>Troy Park Rooms to August 2018</td> <td style="text-align: right;">\$ 2,535.00</td> <td></td> </tr> <tr> <td>Troy Park Lights</td> <td style="text-align: right;">\$ 500.00</td> <td></td> </tr> <tr> <td>Wages/PAYG to August 2018</td> <td style="text-align: right;">\$4,030.00</td> <td></td> </tr> <tr> <td>Superannuation</td> <td style="text-align: right;">\$ -</td> <td></td> </tr> <tr> <td>Mobile phone top up</td> <td style="text-align: right;">\$ 30.00</td> <td></td> </tr> <tr> <td>Balance of Iris' donation</td> <td style="text-align: right;">\$ 235.50</td> <td></td> </tr> <tr> <td>Uniform expenses</td> <td style="text-align: right;">\$ 866.00</td> <td></td> </tr> <tr> <td>Entertainment Books</td> <td style="text-align: right;">\$ 56.00</td> <td></td> </tr> <tr> <td>Birthday dinner</td> <td style="text-align: right;">\$1,080.00</td> <td style="text-align: right;">\$ 9,332.50</td> </tr> <tr> <td> Anticipated Funds in Bank at August 2018</td> <td></td> <td style="text-align: right;"> \$ 15,762.43</td> </tr> </table> <p>Membership base stands at 58 Resignations - Linda Williams, Peter Stewart Dawkins, Lisa Williamson, Maureen Davey, Lilly Gibbs and Elsa Olivera New Members – Julie Maher, Christine Hebron, Joanne Freeman, Brian Peters Trial Members – Meredith Moore, Malcolm Ferrier, Jennie Anderton</p>	Balance Bankwest Zero Trans a/c		\$ 8,434.38	Balance Bankwest Saver a/c		\$10,624.55	 Add: Anticipated income to August 2018		 \$6,036.00	Total Funds		\$25,094.93	 Less Provision For:			Troy Park Rooms to August 2018	\$ 2,535.00		Troy Park Lights	\$ 500.00		Wages/PAYG to August 2018	\$4,030.00		Superannuation	\$ -		Mobile phone top up	\$ 30.00		Balance of Iris' donation	\$ 235.50		Uniform expenses	\$ 866.00		Entertainment Books	\$ 56.00		Birthday dinner	\$1,080.00	\$ 9,332.50	 Anticipated Funds in Bank at August 2018		 \$ 15,762.43	
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	<p>Report accepted: Kevin Adamson Seconded: Nola Greenwell All agreed</p> <p>Julie has been in touch with 'Fair Work Australia' to determine whether YS is keeping up with wage requirements. YS Fitness Trainers come under the Fitness Industry Award 2010 where a Level 2 Casual wage is \$23.51 per hour (i.e. Session @1.5hours = \$35.27 per session)</p> <p>It was agreed that the following should take place as from 1 July; Deb Ruggiero to receive a \$5 per session increase in pay (to be reviewed for increase on 1st January 2019) Anita Albertini, Natasha Thomas and Celeste Gilmour's wages to remain as they are and to be reviewed for increase on 1st January 2019 Membership rates do not have to increase</p> <p>Moved to accept: Kevin Adamson Seconded: Nola Greenwell All agreed</p>	
6	Club Captain's Report	
	<p>Eva reported on the following events;</p> <ol style="list-style-type: none"> 1. HBF Fun Run on 27th May was well attended by 17 people 2. Step up for MS on 17th June was attended by Leonie Harper and Kerrie Tomlinson 3. Future events <ul style="list-style-type: none"> • Women's Classic to be held on 15th July • Perth Marathon on 5th August • Sydney City to Surf on 12th August • Anne Rinaldi Walk/Run on 19th August • Perth Running Festival – Optus Stadium on 7th October 4. Training programs <ul style="list-style-type: none"> • Terence and Eva have produced a 12km running program which can also be used for any other future 10km or 12km event • Deb Ruggiero, Nola and Eva met to produce other walking training programs. They will meet with the other trainers Monday 2nd July, to discuss the programs and how they can be promoted 5. Anne Rinaldi Walk/Run <ul style="list-style-type: none"> • Need to clarify to participants that they can choose the distance they want to complete. They do not have to do the whole 12kms • Breakfast and meeting afterward to be held at Ros Cook's house • Darryl to provide the Y Striders Bacon and Egg muffins • Elizth to prepare a Mailchimp message to go out to all members • Terence and Kaye to do the distance markers • All trainers to provide input for who should receive the Anne Rinaldi Award for the member who has worked tirelessly through the year to achieve their 'personal best' in time and distance. <p>Moved to accept: Ros Cook Seconded: Karen Castle All agreed</p>	
7	Trainer Liaison Report	
	<p>Nola reported on:</p> <ol style="list-style-type: none"> 1. Meeting with Natasha to discuss renewal of her contract <ul style="list-style-type: none"> • Elizth to provide Natasha with an updated contract 2. Natasha and Celeste will stand in for Anita while she is on holidays 3. Celeste to be invited to do the 3 Saturdays in October when Deb is away, to provide her with the opportunity to meet more of the members 4. The other days that Deb is away will be shared between Natasha and Anita 5. All trainers have been notified about the training programs and will be encouraging members to take part 6. Deb and Nola are meeting with the other trainers on Monday 2nd July so that the trainers can meet each other and discuss any issues that they have <ul style="list-style-type: none"> • Nola to ask all trainers to provide input on who should receive the Anne Rinaldi Award 	<p style="text-align: center;">Elizth</p> <p style="text-align: center;">Nola</p>

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	<p>7. Nola thanked Bill for stepping in for Deb recently, for being present when the trainers arrive for the 6am sessions and for waiting until they lock up after the sessions</p> <p>8. Very happy with all of the trainers for their willingness and flexibility</p> <p>Moved to accept: Julie Basire Seconded: Faye Halma</p>	
8	Trainer's Report	
	<p>Deb provided her report.</p> <ol style="list-style-type: none"> 1. A get together with trainers and Trainer Liaison is schedule for Monday 2nd July 2. New programs have been developed for; <ul style="list-style-type: none"> • 5km Walking Training • 12km Training • 12km Walking Training • 12 Week Beginner Half Marathon Training • Beginner Training Couch to 10km in 12 Weeks 3. The new programs to be uploaded to the web page 4. The new programs will be posted on the inside of the cupboards 5. Members are to be advised that the programs have been tried, tested and are successful 6. Members are to be advised that if they have any problems with the programs, they are to discuss it with the trainer 7. Very little intrusion from Council gardeners at the Wednesday 8am session 8. Speed work and New Path Markings <ul style="list-style-type: none"> • Anita is pleased with the markings. They will be useful for all sessions. She would like to see some markings towards Applecross • Natasha is 100% pleased with the markings • Deb would like all members to be advised about the markings and how they should be used 9. Posture Running and Walking Techniques by Chaotic Energy (Neurophysics Therapists). The two owners of Chaotic Energy have offered to come to a Saturday morning session to discuss posture when running and walking. Deb requested the committee give this consideration. After much discussion the committee requested further information; <ul style="list-style-type: none"> • Would the intention be for Chaotic Energy to take over the session altogether • Will they give a talk in the hall either before or after the session • Will they be out on the road overseeing the runners and walkers on the road • Will the session remain the same with Chaotic Energy just looking on • Will members be given the option to partake or not • Some structure to the presentation is required so members can be advised • Nola to discuss with Deb and feedback to Ken <p>Moved to accept: Julie Basire Seconded: Faye Halma</p>	<p>Elizth</p> <p>Ken</p> <p>Nola</p>
9	Social	
	<ol style="list-style-type: none"> 1. The club bike ride (organised by Bill) was held on the 29 April. 2. We have had two offsite sessions. One at Kings Park, followed by breakfast at Zamia Café and another at Manning Park followed by breakfast at DOME Café in Coogee 3. There was a night at the opera 'I Pagliacci' on 14 June organised by Ros 4. Arrangements are underway for the 21st birthday celebration at the Glen Iris Restaurant at the Glen Iris Golf Club in Jandakot for a Sunday night dinner. The cost will be \$60 per person, purchase own drinks. Currently about 45 people on the list 5. Coming up – offsite session at Riverton on the 4 August and another at Mt Pleasant on 8 September <ul style="list-style-type: none"> • The offsite session on the 8th September will have to be cancelled because of the promotional drive during that month. Nola to let Deb Know 6. Coming up – Bunbury on the long weekend in September. Bill, Kevin and Pam are working on this. Accommodation needs to be booked early <p>Moved to accept: Christine Hutcheon Seconded: Nola Greenwell</p>	<p>Nola</p>
10	General Business	
	<ol style="list-style-type: none"> 1. Web issues and resolution Elizth said that the recent lockdown of the web page was caused by an overload of 	

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	<p>information that necessitated a drastic reduction of items used in the content. However the overall performance still did not improve so Kristy Morton Web Consultant was hired to do a site analysis, optimise and provide backups and efficiency. The overall result is very pleasing with the site speed now 3-4 seconds to open. Backups now happen on a weekly basis to Dropbox, a plugin called Imagify now works behind the scene reducing images to an optimal size and the installation of YOAST ensures Y Striders comes up first in the search engines. The cost to the club was \$695+gst</p> <p>Elizth said that in the crash a very necessary plugin called Themify Ultra was deleted and we now have an illegal free copy. Permission was granted by the committee to purchase a legal copy which is \$49USD – a onetime fee with no recurring payment</p>	Elizth
	<p>2. Revision of Roles</p> <p>Kevin has been concerned for some time now about the ever increasing amount of work that is being placed on the Executive Committee. He asked for the Executive Committee to identify where the workload could be distributed</p> <ul style="list-style-type: none"> • Julie said it would be impossible to share the load of Treasurer. That all of the information goes into MYOB which is on her own computer <ul style="list-style-type: none"> ○ Ken requested Julie review the Club Guidelines Treasurer’s section to confirm that it is up to date • Elizth said that she has had to start delegating to others <ul style="list-style-type: none"> ○ Secretary duties – prefers not to delegate these tasks ○ Advertising – the mock-up designs are complete. Final work is being outsourced so this load will now decrease ○ Web Coordinator – this has become very time consuming. Karen Castle and Joanne Freeman have agreed to take on some of the workload ○ MailChimp – prefer to keep going with this but Karen would be able to take over if Elizth is unable to do it anymore ○ Blog – Christine Hutcheon has agreed to assist as Blog Reporter and Joanne Freeman will be posting her blogs. Karen can also post blogs ○ June Long Weekend – Tracey Wyatt has volunteered to take on the organisation of restaurants and activities however she is not confident doing spreadsheets, flyers and emails. Graeme Grieve has agreed to do these things for her. The walks and accommodation is to be organised by others ○ 4 Week Free Trial – the expiry date needs is monitored by 3 people and Elizth is one of them. She can continue to do this as long as Ros Cook remains the first point of contact to prospective members • Ken said he would like to take on a more active role as the club’s representative with Troy park Association. To do this he is delegating some tasks to Terence. <ul style="list-style-type: none"> ○ Terence to approach various outlets to arrange for the promotion of Y Striders’ Open Days (see section 2 of these minutes) 	Julie

NEXT MEETING TO BE HELD ON 19 SEPTEMBER 2018

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

PRESIDENT or MEETING CHAIR

NAME

SIGNATURE