

# RGMC Inc. Committee Meeting

27th May 2018 / 11am / 14 Newark Court, Glen Waverley

## Attendees

Dorothy Bysouth, Robyn Hodge, Bruce Rigby, Marlena Raymond, Mark Silver, Vera Herman, Rachel Steinmann, Jackie Chanzi, Andy Rigby, Robyn Hodge and Rose Lavery.

## Apologies

Jenny Warren, Jill Findlay, Christopher McAvaney, Antigone Komodromos, Julia and Aaron Silver, Bec Rigby and Jill Watson.

## Agenda

### 1. Minutes of previous AGM

Minutes of the 2017 AGM were confirmed.

### 2. Annual Report 2017

Chairperson's report presented to the meeting.

Motion: that the report be received.

M: Robyn Hodge      S: Rachel Steinmann      Agreed.

### 3. 2017 Financial Statements

Motion: In the absence of a report due to confusion around proposed changes to the financial year, the meeting resolves to receive the report via email by Sunday 3rd of June.

M: Rose Lavery      S: Robyn Hodge      Agreed.

Motion: That the meeting votest to receive the report via email to the Secretary by Sunday, 10th of June.

M: Rose Lavery      S: Robyn Hodge      Agreed.

### 4. Election of Committee members

Prior to the election of the new committee, the meeting discussed the changes to operations of the association which have separated the governance tasks of the organisation from the task of organising Rosewood and Turramurra Camps. In future, the committee will oversee governance requirements associated with

- our incorporation and registration as a not-for-profit organisation with the Australian Charities and Not for profits Commission.
- Insurance and other operational infrastructure

The former camp committees will be referred to as "camp planning teams" and will focus on the tasks of organising Rosewood and Turramurra camps, reporting to the RGMC Inc

committee as required. The RGMC committee will be comprised of people from both teams and will meet at least 3 times per year.

#### 4. Elections

- 4.1. Chairperson - Robyn Hodge M: Rachel Steinmann S: Dorothy Bysouth  
Elected unopposed.
- 4.2. Deputy Chairperson - Andy Rigby M: Dorothy Bysouth S: Rose Lavery  
Elected unopposed.
- 4.3. Treasurer - Rose Lavery M: Andy Rigby S: Vera Herman Elected unopposed.
- 4.4. Secretary - Rachel Steinmann M: Jackie Chanzi S: Robyn Hodge Elected unopposed.
- 4.5. Ordinary Committee Members

Motion: That we invite Jenny Warren to join the committee as a general committee member who will take responsibility for risk management and insurance.

M: Bruce Rigby S: Marek Silver Agreed.

The meeting agreed that the committee will co-opt 1 member from each team as ordinary committee members to complete the required number of 3.

The meeting agreed to refer further decision-making around the following items to the incoming committee:

- Our financial year – June 30th is the limit. It costs to change and we would need to write up our rules again. As is, we can operate off the model rules.
- Issue – financial year reporting. 31st of March –
- Note – changing of rules – when is this necessary?
- Changing office bearers
- Reporting
- Name of Org
- Trading as – a new public face.
- Web addresses – new domain?
- Membership – Clarify how and at what cost.
- Business structure – roles –
- Grant Management
- Child Safety
- Shared capital – websites, food shop (weebly ), Survey programs,
- Policy manual – insurance, risk management, model rules, contact details, membership register, list of suppliers and time frames of use, policies and procedures, signatories and banking arrangements, job descriptions, name change, MOU/ contracts, business stuff.
- GST – with change of financial year can we get an exemption. – Rose to call Taxation Dept.

#### 5. Meeting closed - 1:00pm

Chairperson:

Secretary: