



# MINUTES

## Committee Meeting

Held on: **Thu 21<sup>st</sup> April 2022**

Time: **1500hrs**

Held: **In the Admin Complex.**

### 1.0 Welcome:

The President welcomed all present and declared the meeting open.

### 2.0 Vales:

**3793315 John Gerbes ARMY**

### 3.0 Silent Tribute/ODE:

The President invited all present to stand for the recitation of the ODE.

### 4.0 In attendance:

Ash Power AO CSC (President), Andrew Kay (Snr Vice President)( via video conf), Ron Sneddon (Vice President), John Bailey JP (Treasurer), Greg Larkins JP (Secretary), Colleen Davis (Committee), Liz Rouse Salmon (Committee), David Lawson JP (Committee), Narelle Power (Women's Auxiliary, co-opted member), Chris Simsen (General Manager).



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## 5.0 Apologies:

Craig Iskov (Committee).

MOTION: That the apologies listed be accepted.

MOVED: R Sneddon

SECONDED: L Rouse Salmon

**CARRIED**

## 6.0 Conflicts of Interest:

In accordance with section 191 of the Corporations Act 2001 (Cth), the act states that a director who has material personal interest must give other directors notice of any matter that relates to the affairs of the organisation.

**Disclosure must occur immediately before the matter is considered or discussed.**

## 7.0 Acceptance of New Members:

DATE	NAME	CATEGORY
17 March	Robert Graham	Service
30 March	Kobi Stratford	Affiliate

MOTION: That the 2 new members listed be accepted.

MOVED: L Rouse Salmon

SECONDED: D Lawson

**CARRIED**

## 8.0 Confirmation of Previous Minutes:

MOTION: That the minutes of the meeting held on the 17<sup>th</sup> March 2022 as circulated be taken as a true and correct record.

MOVED: C Davis

SECONDED: R Sneddon

**CARRIED**

## 9.0 Business arising from Previous Minutes:

None.

## 10 Correspondence Inwards / Outwards:

### INWARDS

23 Mar	RSL Vic	Volunteer Training. <b>Copy to Welfare Coordinator.</b>
23 Mar	RSL Vic	Mental Health First Aid Course Wangaratta <b>Copy to Welfare Coordinator.</b>



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23 Mar	RSL Vic	State Conference call for nominations & remits.
30 Mar	ZONTA	Invite to Annual Meeting Dinner Thu 5 <sup>th</sup> May.
31 Mar	ACNC	Confirmation of lodgement of annual return.
5 Apr	RSL Vic	2021 Charity and Governance Review. <b>Secretary lodging required documents.</b>
9 Apr	Myrtleford RSL Sub-Branch	Letter of appreciation for our President.
14 Apr	ANZ	Letter of Offer for EGM loan. <b>Referred to Finance Committee.</b>
14 Apr	RSL Vic	Approval for Two Up on ANZAC Day.
19 Apr	RSL Vic	Invitation to New Funding Model meeting. <b>Referred to Finance Committee.</b>
20 Apr	DVA	Advising of grant application outcome. <b>Refer to item 18.1</b>
20 Apr	RSL Vic	List of expired volunteer police checks. <b>Copy to Volunteer Coordinator.</b>
21 Apr	RSL Vic	Approval for deck & roofing works.

MOTION: That the inwards correspondence is received.

MOVED: L Rouse Salmon

SECONDED: R Sneddon

**CARRIED**

## **OUTWARDS**

23 Mar	RSL Vic	Completed Appendix A following our AGM.
31 Mar	ACNC	Completed 2021 Annual Return.

MOTION: That the outwards correspondence is endorsed.

MOVED: J Bailey

SECONDED: L Rouse Salmon

**CARRIED**

## **11 President's Report:**

I pre-recorded the dawn service at 3NE. They are unable to do a simulcast due to a lack of staff. I also received a cold call reference solar that has resulted in a number of visits to the Club and a number of quotes being provided; my thanks to our Treasurer for following up on a number of tenders, very importantly the first one. Thanks also to Colleen for attending the Region 9 meeting in my absence.

## **12 Executive Committee:**

*Minutes for the meeting held on Tuesday 19th April were circulated prior to the meeting.*

MOTION: That the Minutes of the Executive committee meeting held on Tuesday 19th April be confirmed.

MOVED: R Sneddon

SECONDED: J Bailey

**CARRIED**



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## 13 Finance Committee:

*Minutes for the meeting held on Tuesday 19<sup>th</sup> April were circulated prior to the meeting.*

MOTION: That the Minutes of the Finance committee meeting held on Tuesday 19th April be confirmed and recommendations adopted.

MOVED: J Bailey  
SECONDED: R Sneddon  
**CARRIED**

## 14 General Manager's Report:

22nd March I went to Brisbane to the AHG expo. This was a great opportunity to network with the gaming manufactures. I met with the Vic territory managers from the main 5 Gaming manufacturers that will supply to us. I had tours with them all and got to see all the new games and cabinets that are in the pipeline for the Q4 and Q1 this year. During the days of the expo, I also met with Chris Christou who came up from RSL Vic. He will be the Manager leading the RSL Vic Product Services team. It was good to able to meet with him and tour the manufactures with him. He has some great insights in to gaming and moving forward will be a great asset for us with our gaming room. I had a follow up meeting with Chris at the club on the 14th of April where we went through our current floor, and I also took him up to the Pinsent Hotel to see their floor.

Regarding product the Pinsent does have a more up to date floor compared to ours and Chris is starting to negotiate with the manufacturers for some new games for us to change over once we take over our floor in August. This initial deployment would be quite big with about a 40% churn of the floor however this would set us up for the next 6-9 months giving us more time to accumulate for the next deployment.

Staffing is now getting back to a better level, meaning from Easter Monday we will be back to 7 days trade for the bistro. We now have 5 new front of house staff and 2 new staff in the kitchen. • Membership in increasing nicely with an increase of 384 members from a similar time last month. Currently sitting at 3711 members. On average we are signing 80 new members a week. Venue operating hours currently under review.

MOTION: That the General Manger's report be accepted.

MOVED: D Lawson  
SECONDED: L Rouse Salmon  
**CARRIED**



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## 15 Charitable Activities Report:

*Report is attached.*

MOTION: That the Charitable Activities report be accepted, and recommendations approved.

MOVED: A Kay  
SECONDED: J Bailey  
**CARRIED**

## 16 Volunteer Report: (C Iskov)

Volunteer Hours March 2022. Hours for the month total 306.

The usual activities registered a number of hours consistent with planned activities for the month, ie WX, Veteran Support etc. There are still restrictions on Hospital visits, so those hours are low as expected.

The month of April will see a significant spike in hours accrued, with all the facets of volunteering required for ANZAC day activities.

Of some concern is the small number of volunteers (in red) recording high numbers of hours in some categories. Given our extensive list of volunteers, this can be a focus for us to target volunteer recruitment against specific interests/skills.

ADMINISTRATION & MANAGEMENT	Support Volunteer	Administration	72.00	4	18.00
		Committee Meetings	22.00	8	2.75
		Executive Meetings	10.00	4	2.50
		Fundraising Volunteer	6.00	1	6.00
		Sub Branch Committee Member	23.00	1	23.00
		<b>Category Total Hours</b>	<b>133.00</b>		
	APPEALS	Appeals Coordinator	30.00	1	30.00
		Appeals Volunteer	20.42	4	5.10
		<b>Category Total Hours</b>	<b>50.42</b>		
	HERITAGE & COMMEMORATIONS	Commemorations Volunteer	11.00	2	5.50
		History & Memorabilia Volunteer	4.00	2	2.00
		Memorabilia Sub Committee	10.00	1	10.00
		<b>Category Total Hours</b>	<b>25.00</b>		
	VETERAN SUPPORT	Home and Hospital Visitor	2.00	1	2.00
		Welfare Volunteer - Other	42.25	2	21.13
		<b>Category Total Hours</b>	<b>44.25</b>		



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WOMENS AUXILIARY	Administration Support	18.00	2	9.00
	Commemorative Functions	3.00	1	3.00
	Fundraising	4.00	1	4.00
	Meetings	17.42	5	3.48
	Social	11.00	2	5.50
	<b>Category Total Hours</b>	<b>53.42</b>		
<b>Total Hours</b>		<b>306.09</b>		

## 17 Other Reports:

### 17.1 Women's Auxiliary. (N Power)

#### ANZAC Day

All preparations have been completed.

#### Mother's Day Raffle

The tickets are on sale for \$1 per ticket and the prizes are \$100 Coles/Myer voucher, \$50 Serenity voucher and a \$25 RSL voucher. It will be drawn on Mother's Day, Sunday 8 May. Thank you to Serenity for donating second prize.

#### Craft Group

The Craft group have finished making the lap blankets and they will be delivered as 12 parcels to Veterans and War Widows and at three Nursing homes; St Johns, St Catherine's, and Rangeview. The next project has already started, beanies. A single blanket donated to the Auxiliary will be passed to the craft group to be a part of the next donation.

#### Joyce Barry 100th Birthday

The light lunch for Joyce will be on the 3 May at noon. The RSL will be making the cake. Please let me know if you will be attending.

#### Ball 14 May 2022

Ticket sale are moving very slowly, 25 paid and 30 promised bookings. The menu has been confirmed and the details have been sent to Dutch Media to produce the menu.

The next Committee will be held on the 10 May and the Monthly meeting on the 19 May 2022 in the 2/24 Battalion function room.



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## 17.2 Membership. (D Lawson)

Member Type	2021	2022	Variation
Life Member	1	1	
Service member	302	307	+5
Affiliate member	624	623	-1
Social member	1891	2732	+841
Community member	13	79	+66
TOTAL	2831	3742	+911

This is an increase over the same time as last year of 32.18%.

## 17.3 Memorabilia Committee. (D Lawson)

### Display

The foyer display has been updated, with a recent offer to donate items (subject to legal ownership requirements) together with items in our collection to honour the 80th Anniversary of the Battle of Ambon and Gull Force Defence which included the 2/21st Battalion which mainly comprised of Victorians.

### Donations

Offer of photographs from Cheryl Jones relating to her late uncle's service in the Navy during WW2. Items viewed and declined based on condition, no local connection and suitability for display purposes.

### Enquiry

Ongoing enquiry in relation to the return of WW1 and WW2 South Wangaratta Honour Boards from Keith Shimmen on behalf of John Emslie. These items suffered water mark stains and paint spatters whilst displayed at the old premises. Since our initial conversation Keith advised he sought and received a quote for \$4,845.00 (copy to hand) from the Grimwade Conservation Services at Melbourne University to have both boards conserved/cleaned and removal of paint spatters.

Enquiry made with a local Furniture Polisher and Restorer, who advised this scope of work was outside his area of expertise. I have recontacted Keith and recommended he apply to the Department of Veteran Affairs for a Saluting their Service grant (available up to \$10,000) for local and community based projects to cover the cost of the restoration.

## 17.4 Library. (Fay Steadman)

No Report.

## 17.5 Region 9 meeting report (President)

Meeting 4<sup>th</sup> April was attended by Colleen Davis. Next meeting is 6<sup>th</sup> June.



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## **17.6 Community Grants (R Sneddon)**

Recipients have received their funding and publicity commenced on presentations.

## **17.7 Bob Iskov Memorial Kokoda Scholarships (President)**

A draft brochure that has been prepared for the schools was tabled for comment.

## **18 General Business:**

### **18.1 Saluting Their Service Commemorative Grants Program.**

In February the Sub-Branch applied for a Saluting Their Service grant from the DVA. We have been notified that that application has been successful for the maximum amount of \$10,000.

The quotation for the bronze plaques and supply and installation of the granite at the Memorial Gardens was \$16,817 inc. This means that the Sub-Branch will have to provide the balance of the funds.

Work on the project is expected to commence after ANZAC Day and be ready for this years Remembrance Day.

The Secretary to advise Council and the Stone mason that we will be proceeding with the project.

An updated list of plaques will be presented at the May meeting.

## **19.0 From the floor:**

L Rouse Salmon – advised of the dates and times for secondary school ANZAC services.

J Bailey – advised that St John's Masonic Lodge will be making a donation to the Bob Iskov Kokoda Trust Fund.

C Davis – Button on venue POS machine for ANZAC Badge sales? The GM to investigate.

C Davis – Advised that we have no ANZAC posters on display. The GM to rectify.

C Davis- Flyer on Veteran's tour to be put on noticeboard & newsletter.

C Davis – Garden needs more stones. GM to arrange.

## **20.0 Confirmation of next Committee Meeting date:**

The next scheduled meeting of Management Committee is Thursday 19<sup>th</sup> May 2022.





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## 21.0 Meeting Close:

There being no further business, the meeting was declared closed at 1652hrs.

A blue ink signature, appearing to be "J. H. S.", written in a cursive style.

PRESIDENT

A blue ink signature, appearing to be "A. S.", written in a cursive style.

SECRETARY