



## MINUTES

### Executive Meeting

Minutes for the meeting of the Wangaratta RSL Sub-Branch, Executive Committee, in the Admin Office on Tuesday 20<sup>th</sup> April 2021, at 1833hrs.

#### PRESENT:

A Power AO, CSC (President), A Kay (Snr Vice President), R Sneddon (Vice President) via phone, G Larkins JP (Secretary), C Simsen (General Manager).

#### APOLOGIES:

J Bailey (Treasurer).

#### 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.**

#### BUSINESS:

##### 1.0 REPORTS:

##### 1.1 Venue.

- Planning permit from RCOW – GM still following up.
- RSL sign
- Power Supply Issue - GM to follow up with Don Phillips.
- A/C cooling system – GM to look at alternate system.
- Bistro deck sun shade- Waiting for quote on a fixed structure, quote for shade sails received.

##### 2.0 POLICY & PROCEDURES REVIEW:

##### 2.1 Grievance Policy (Adopted Oct 2013)

An updated version of this policy is tabled for review.

**Recommendation: That the Sub-Branch formally adopts the revised Grievance Policy as tabled.**

##### 2.2 Sexual Harassment Policy (Adopted Oct 2013)

An updated version of this policy is tabled for review.

**Recommendation: That the Sub-Branch formally adopts the revised Sexual Harassment Policy as tabled.**



### 3.0 STRATEGIC PLAN:

3.1 Work Plan: Reviewed & discussed.

### 4.0 OTHER BUSINESS:

4.1 EGM Transition: Still waiting for data from RSL Vic Team.

### 5.0 CONFIDENTIAL MATTERS:

#### 5.1 General Manager Review:

It has been two years since the opening of the new venue which was when the last salary review for the GM was reviewed. GM is currently on a \$90K salary pa (excluding Super).

It was agreed that the President & Snr Vice President arrange to meet with the GM in the coming days to review his position. The President will arrange a copy of his PD to be distributed to the Executive for comment.

It was also agreed to increase the salary of the GM to \$95K pa (excluding super) which incorporates a portion of cpi increases over the last two years.

The meeting closed at 1924hrs.

President .....