

MINUTES OF MEETING 7 - 7 May 2024

6:33PM Meeting Opened

Present: Louise Aston, Monique Herbst, Kevin Keary, Sharon Callow, Julie Eglin, Suzanne McLay, Sarah Gazia, Gary Corbett, Alison Jobson, Michelle Wilkins, Andy Campbell, Luke Taylor, Emma Eggleton, Kate Vaaserman

Apologies: Tracey Keary, Katie Mahon, Alicia Ferrer, Adam Pontague, Karina Seng

Absent: Andrea Akiyoshi, Tatiana Rangel,

Motion to accept the minutes of the previous meeting:

Moved: Julie Elgin

Seconded: Andy Campbell

Passed - All in favour

1.0 CONVENOR'S REPORT

1.1 Raffle Update

- Paperwork has been entered. We have 50 prizes of varying values, totalling \$5438 in prizes
- Tickets will be \$20 each
- Ticket sales will close June 21st. Raffle draw date will be on 23rd June.
- Draw will be generated online through Rafflelink
- We will advertise on socials and on the DL flyer using QR link

1.2 Financial Motions

1.3.1 (2024 - 009) Financial Motion for Fence Panels- \$2000

Moved: Sarah Gazia

Seconded: Andy Campbell

Passed – All

1.3.1 (2024 - 010) Financial Motion for Incidentals for running of event- \$700

Moved: Gary Corbett

Seconded: Julie Elgin

Passed – All

1.3.1 (2024 - 011) Financial Motion for Bar Alcohol and non-alcoholic beverages, including incidentals- \$2000

Moved: Kevin Keary

Seconded: Kieran Looby

Passed – All

1.3.1 (2024 - 012) Financial Motion for RSA License Reimbursements for Volunteers- \$400

Moved: Kevin Keary **Seconded:** Sharon Callow **Passed – All**

1.3.1 (2024 - 013) Financial Motion for Catalogue printing costs- \$1200

Moved: Emma Eggleton **Seconded:** Sarah Gazia **Passed – All**

1.3.1 (2024 - 014) Financial Motion for Envelope stickers- \$40

Moved: Monique Herbst **Seconded:** Andy Campbell **Passed – All**

1.3.1 (2024 - 015) Financial Motion for Catering Costs- \$500

Moved: Julie Elgin **Seconded:** Sarah Gazia **Passed – All**

1.3.1 (2024 - 016) Financial Motion for Tab for Devine Cellars for event night, if additional alcohol is required due to sales- \$2000

Moved: Kieran Looby **Seconded:** Kevin Keary **Passed – All**

1.3.1 (2024 - 017) Financial Motion for Marketing of event and raffle - \$200

Moved: Sarah Gazia **Seconded:** Emma Eggleton **Passed – All**

1.3.1 (2024 - 018) Float for treasurer- \$1500

Moved: Kieran Looby **Seconded:** Kevin Keary **Passed – All**

1.3.1 (2024 - 019) Financial Motion for Liquor license permit cost - \$100

Moved: Louise Aston **Seconded:** Sarah Gazia **Passed – All**

1.3.1 (2024 - 020) Financial Motion for Tea Vibe Raffle Vouchers following sponsor withdrawal - \$150

Moved: Louise Aston **Seconded:** Andy Campbell **Passed – All**

1.3 Other

- **Motion** to request space for Waneroo Mazda at end of year music sundowner

Moved: Louise Aston **Seconded:** Andy Campbell **Passed – All**

2.0 PUBLICITY COORDINATORS REPORT

- None

3.0 ARTIST COORDINATORS REPORT

- None - curating meeting

4.0 DATABASE COORDINATORS REPORT

- None

5.0 CATALOGUE EDITOR'S REPORT

- None

6.0 GRAPHIC DESIGNERS REPORT

- None

7.0 EVENT COORDINATORS REPORT

- None

8.0 CATERING COORDINATORS REPORT

- None

9.0 CURATORS REPORT

- None

10.0 SPONSORSHIP COORDINATORS REPORT

- None

11.0 TREASURER'S REPORT

- Kieran advised that our current bank account generates minimal interest and we should look into switching to an account that earns higher interest.

Motion to investigate bank account that earns higher interest rate.

Moved: Kieran Looby

Seconded: Julie Elgin

Passed – All

12.0 WEBSITE COORDINATORS REPORT

- None

13.0 BAR COORDINATORS REPORT

- None

14.0 VOLUNTEER COORDINATORS REPORT

- None

15.0 ANY OTHER BUSINESS

- None

CLOSE MEETING: 6:53 pm

NEXT MEETING: TUESDAY 14th May 2024 @ 6:30pm