

Redcliffe Seniors Computer Club (for S triple C Redcliffe Inc.)

Management/Volunteers Meeting Minutes for 7th February 2017

MEETING OPENED: 1:30PM

PRESENT: Gaylene Masters Rees, Dot Thompson, Peter Emmerson, Mary McKernon, ~~Ray White~~, Rhonda George, Wayne Parker, ~~Janet Wells, Ian Stewart~~, Pete Woodward, Alan Stickley, ~~Howard Andrews, Narelle Rodway~~, Kelvin Booth, ~~Jennie Booth, Alexander Gray, Des Jackson~~.

Apologies & Absentees: As above

Minutes of last meeting: Secretary moved that the meeting minutes of 15th November 2016 have been read and accepted as a true record of meeting. Seconded by: Pete (Passed)

CORRESPONDENCE IN:

- **Gaylene:** Cleaning roster posted
- **Mary:** Forwarded a message to Peter about SSL website implementation. (Responded/Finalised)

CORRESPONDENCE OUT:

- Letter of appreciation sent to Meals on Wheels for the onions with cheque for \$30
- Peter sent estimated financial report to Bunnings RE: last BBQ

BUSINESS ARISING FROM CORRESPONDENCE:

- Payment of Club Insurance requested. (Passed) Seconded by: Dot

TREASURES REPORT & Accounts for Payment: (Treasures Report for February 2016)

- The Assistant Treasurer, Ian Stewart has presented a revised Report and moved that it be passed. The Full Report is available from our website or on request. Seconded: by Peter (Passed)
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BUSINESS ARISING FROM LAST MEETING:

- **Gaylene:** Money to buy paint to paint the yellow floor in the hall way. Eddie is happy to clean and paint it? (Project Cancelled)
- **Gaylene:** Clean up another room for an extra Tutoring room opposite the kitchen. Eddie would be willing to paint that and pull up the carpet and we could get another carpet laid. According to James Houghton they may be willing to help pay for it too. Set up the room with a computer, desk and chair. Would be so nice and quiet and cosy? (It was agreed that these decisions to be revisited after Council Meeting.)
- **Peter:** Should we set up the large Board Room instead? – More space and ventilation. Would be good for video presentations – Wi-Fi issue? (I was agreed that this room would be preferred – Peter to sort out Wi-Fi.)
- **Workshops:** What and who will do them? (Gaylene to email Peter all Meeting & Workshop dates along with Presenters & Subjects.)
- Set up talks with different organizations to create more exposure. (need more info) Not sure if this was agreed on but 'Ian to approach organisations and volunteers to provide him with leads)??
- **Gaylene:** agreed to be the Club's new Public Office away from Mary. Mary to organise (Progress?) Gaylene & Mary to work with each other to make the transfer.
- **Officeworks Sponsorship** was mentioned – can anyone expand on this submission. (Dot said she had established Officeworks do Sponsorships – Dot & Ian to work together on this one.)
- All future dates of meetings & workshops will be finalised at this meeting. (Completed)

NEW BUSINESS:

- **Gaylene & Peter:** Will meet with council to talk about floor coverings & other stuff.

- **The Management Committee Office Bearers** have decided that all future meetings & workshops will be held at the club and no longer the library. (Done) It was agreed that we need an urn and enough crockery & cutlery to service 30 people. Volunteers asked for donations and to research other options in getting this stuff. We have three months before our next General meeting.
- **Peter:** Researched commercial fans (\$170 - \$350) suggest installing Multi-Split Air-Con. We wasted \$600 on an internal air con that failed and sold it for \$100? Should we install our own multi-split system servicing the two training rooms and relegate all fans to the hall. We have waited 7-8 years for new premises; we missed out on a preapproved \$12,000 Air-Con Government grant because the council reneged on a promised renovation. If we are moved we can take the air con units with us or sell them. I suggest we install them, tell the council nothing and if & when we leave take them with us. Why should we and our members continue to suffer when other similar council premises have Air-Con installed? It can be all done in one weekend. (The only objection raised was that we should get council permission.)
- **Peter:** Plastic floor matt on hold till after meeting with council. (Rejected) Peter had purchased a matt as requested but was unaware the club had already bought one. He will return it.
- **Peter & Jennie:** To assess replacing and/or repairing training chairs. The black chairs in the second room only need replacement screws & some repair that Peter will do. The front training room blue chairs are expensive and deserve recovering. Kel offered Jennie's expertise in this area to get quotes which will involve only one chair at a time being recovered. (Passed)
- Jennie agreed to designing & ordering 10 new mouse pads with our design from VistaPrint. (Passed)

➤ **The meeting was terminated at this point because of complaints about the time.**

Other Business: (To be added to next meeting)

- **Jennie:** To talk with Peter about, website, Facebook, Constitution changes & others
- **Kel & Des:** May also request to also be involved in the above talks.
- **Peter:** Talk about should we promote both business names equally or prioritise one.
- **Peter:** Have Bunnings BBQs on weekdays, easier to get, lots of offers from Bunnings. Close the club possibly Fridays (tradies), have one every three or four months instead of one every year. Have a permanently stocked Action Kit were we only have to get sausages, onions, bread & maybe drinks. Stuff will no longer expire. We get no grants from governments and can earn up to \$1000 instead of \$50 from lessons on the day.
Just two of these could pay for the air conditioning of our two teaching rooms.

Meeting closed: 2.39PM

Next Meeting: 1:30PM Tuesday 7th March, 2017 at Clubhouse

Gaylene Masters Rees (President)

Peter Emmerson (Secretary)