

Minutes of Grafton Scout Group – Parent Support Committee meeting

Meeting held at Grafton Scout Hall, North Street – 28 July 2014

Present: Shirley Kelly, Amenda Gilmore, Reece Luxton, Mike Gibson

Meeting opened: 5:40pm

Welcome from Chair Reece

Apologies: Julie Kearns, Dianne Luxton, Bob Cox

1. Minutes of last meeting

Due to resignation by Bob Cox, minutes of meeting not available. Notes from last meeting were read by Reece – moved RL seconded SK

2. Business arising

- a. Building improvements/Hall maintenance – leaders room cleaned out and painted 2/7 and 8/7– thanks to Shirley, Di and Ben, Mike and Adrian
- b. Pots and cookers for hiking – purchased
- c. Note – cub scout leadership course – parents required for 9 and 10 August
- d. Policy required for behaviour during meetings – Bob done (from Scout website)
- e. Communication – within group – plans for activities and training required
- f. PR Officer – Mike to resign from role – Di to continue in interim
- g. Fundraising – Support from Grafton Rotary - \$200 – Amenda and Shirley attended meeting 30/6/2014
- h. Trailer - flat tyre – *Action: RL to obtain repair on tyre – done* - donation from Tyrepower
- i. Cleaning Roster – *Action: SK to develop task list and equipment located appropriately for people doing cleaning – done* – plus Shirley approached MI Organics who will pay for screens for windows to minimise dust ingress.

3. Correspondance

- a. In -
 - i. CVC – water bill – paid
 - ii. Scout Shop – badges received – bill for \$1280 (to be paid)
Motion: that accounts regarded as routine payments be paid at Treasurers discretion Moved MG second AG.
 - iii. Scout Association – fees for Term 3
 - iv. Census
 - v. Bearskin – Leaders Training course (non-essential) – overnight 30&31 August.
Motion: That leaders to pay own way for Bearskin
 - vi. Scouts in Action month
 - vii. Training Week – SIS(10) in Qld – 4 courses
- b. Out
 - i. Building Inspection Report to Region Office (Ian Hale)
 - ii. Rosalie re: Abi Lydon – resign membership for term then reinstate
 - iii. Judith re: Jack Ganant training

4. Treasurers Report

- a. Apology from Julie – taking term off from duties so no report presented
- b. Amenda and Shirley taking on responsibility of accounts
- c. Joeys – petty cash ok and balanced; Scouts – petty cash ok and balanced; Cubs – term 2 & 3 received
- d. Accounts to be reimbursed – Shirley
 - i. Aldi – 4 stoves @\$120
 - ii. Bunnings – paint for leaders room
 - iii. South Grafton News – receipt book
 - iv. Total - \$248

Motion: that Shirley is reimbursed for accounts. Moved MG second AG

5. Reports

- a. Group Leaders Report

Amenda gave verbal report - no Group Council meeting due to bereavements

 - Joeys – invested 3 children to Joeys + 1 jelly scout
 - Cubs – invested 2 girls and 5 boys; 1 cub scout starting link; July – strength challenge, August – leadership; talks with Kyogle Group to do combined activities; South Grafton Cultural on Clarence 19 October; Heather at disability conference; Sue – Cert IV and Wood Badge interview
 - Scouts – 15 scouts on the books; 1 linking and 1 new chum
 - JOTA – need to confirm with region if 18&19 October (clash with McHappy Day on 18 October)
 - Garage Sale – 20/9 at Scout Hall
- b. Fundraising Report
 - i. start organising Jaca Market Day in October;
 - ii. ideas for Trivia Night – possible date 23 August;
 - iii. Shirley advised about Cadbury chocolate drive – **Action: order 25 boxes initially and gauge success from there;**
 - iv. SK presented spreadsheet on fundraising – money has been taken out of the general fund and put into the fundraising account;
 - v. Gem Show - \$865 (into fundraising account); awaiting \$1600 in site fees;
Motion: that the \$300 booking fee to Grafton Showground Trust be paid – moved SK, second MG – carried
Motion: where fundraising event has been approved by the committee, any mandatory expenses incurred can be paid as required and reported at the next committee meeting – moved MG seconded SK - carried
- c. Website Report
 - i. MG reported that the contact list is near completion – question on whether we need SMS messaging – determined that not required
 - ii. Use of A1's on website? Committee will try to put on website/email from laptop in leaders room – internet provided by hotspot.

6. General Business

a. Building Grant

- i. SK submitted a report to update the committee – looking to apply for variance – still to be approved
- ii. MI Organics – SK provided them with a quote and they will pay for screens
- iii. Grafton Regional handyman – work completed in kitchen, door on storeroom, work completed in toilet
- iv. Working bee required to fix up fencing
Action – apply to CVC for a MOU to allow Scout events to be carried out on the area east of Scout Hall
- v. Quote received to clean gutters and windows @ \$200 – Action: that the quote be accepted and included in building grant

b. Trailer

- i. taken to Green Bros Engineering by RL - they suggested that the trailer is mechanically sound but needs work – quoted at \$500-600 – to replace top lid and undertake minor repairs
 - ii. question on registration and insurance – **Action: Amenda to follow up with Betty from Maclean on whether they are interesting in selling or to allow for long term loan**
- c. Sailing boats – determined they are surplus to needs and we as a group are unlikely to utilise them - **Action: the committee to explore options for selling or rehousing with Sailing club, Naval Cadets or similar organisation if interested. Heritage boat to be identified and approaches made to Maritime Museum.**
- d. Uniform Costs – needs to be increased due to increase in last account – after checking the accounts it seemed the incorrect GST was charged. **Action – Amenda to check with supplier on cost and GST for uniforms.**

7. Meeting close

- a. There being no further business the meeting closed at 7:20pm.
- b. Next meeting – due to Reece being away for next meeting is was suggested to postpone the next meeting until the 28/8.

Action Summary

From meeting:	Action	Who	Completed	Notes
28/7/2014	Cadbury chocolate drive - order 25 boxes initially and gauge success from there	SL		
28/7/2014	apply to CVC for a MOU to allow Scout events carried out on the area east of Hall	AG		
28/7/2014	follow up with Betty from Maclean on whether they are interesting in selling or to allow for long term loan	AG		
28/7/2014	explore options for selling or rehousing with Sailing club, Naval Cadets or similar organisation - Heritage boat to be identified and approaches made to Maritime Museum.			