

Directors Meeting

8/10/98

Chairperson: ??

Minutes: Jessika Willis

Present: Matti, Jessika, Diane, Kay, Rhonda and David S.

Apologies: Bill, apologies from David Symons for the next two meetings.

Minutes of Last meeting accepted. **Moved;** Matti, **Seconded;** Kay. **Carried.**

Matters arising:

- Rhonda has receipts of Newsletter & Postage.
 - Bryce to give details of costs of flood rescue.
-

Correspondence:

- 3 market applications; Sue Bail (Kallista), Andy & Greg Bean (St Kilda), E.Vriesman (Elwood).
 - ConFest enquiry; Leslie & Peter Finnegin (**Action:** Laurie)
 - 2 Newsletters returned; Paul Grant knows them, will trace.
 - 5 ?? Australia Newsletters.
 - News from Tocumwal about death of driver at accident at Easter. Suggestion we send flowers to greiving relatives - \$50.00. Ring Don Mutch, at Don Young Real Estate.
Action: Jessika.
-

Motion: "to fund ongoing suppers at \$100 per month", and thanks to Cheryl.

Moved; Matti, **Seconded;** Kay. **Carried.**

Finances:

- ANZ statements.
 - Directors as of 5/10/98 \$614.57
 - RGM as of 5/10/98 \$3699.71
 - Autumn ConFest as of 5/10/98 \$145.98
 - No 2 Account as of 29/9/98 \$57.18 (Summer ConFest ??)
(but \$10,000.00 has been transferred ??)
-

Motion: "to change name of 'No:2 Account' to 'ConFest Summer 1998-99'. ??

Moved; Kay, **Seconded;** Jessika. **Carried.**

Bills Received:

- Griffith Hack (Michael J. to check if final bill) \$1770.00
- MBM Office Supplies statement \$38.40
- Clinnick Insurance Brokers (Public Liability) \$2680.00 (reduced from last year).
- Quantum Q.S.I.S. \$106.22
- Telephone; Phone on Site (0358 743486) \$116.94
- Message Bank 9506 8753 \$44.70
- Message Bank 9416 2803 \$88.80
- Site/Mobile 018 337433 \$17.00

* Need to check refund re;George Schmidt case, **Action:** Michael J.??

Motion: "to pay all bills received on 8/10/98", as above.

Moved; Rhonda, **Seconded;** Matti. **Carried.**

Cheryl; asked for a Director to draw \$200.00 to reimburse Secretarial funds.

Action: Jessika.

Kay reports; we met for a financial meeting. Inventory made and taken back to Michaels'. Kay has dropped in all the books to the Accountant. Still need ticket accounting from David Cruise and Membership log from Cheryl Boston, who will take responsibility to get them to the accountant. Thanks to Kay,

Michael ,Rhonda, Jessika and Di.

Matti commented that the person dealing with the accountant ask about depreciation. Kay has a few items to drop in already.

Cheryl; needs \$45.00 for computer items, Paul has agreed that funds are remaining from the Computer group funds and will provide such.

Letter; from accountant to follow regarding DTE taxation.

ConFab; finale on 29/11/98, to reopen on 17/1/99.

David Symons; noted that we have bad-depts and feels that we should be working on this now. Auditor has not been formally asked to do this for us.

Matti suggests we schedule a date (not a Thursday ConFest meeting).

Motion: "to have a separate meeting of Directors to discuss action of money and financial matters" on notice for 1st item next meeting

Moved; Jessika, **Seconded;** Matti. **Carried.**

Jessika; asked about \$3000 quarterly Directors funds. It is due and needs to be transferred into Directors account.

Bills being paid from Directors account is not appropriate - need to be reimbursed. Newsletter has also been paid from Summer ConFest account. We need a new Admin account to cope with these accounts. This is the last time we move money this way. * J.W.

Motion: "\$2660 and \$1770 to be transferred from Cash Management to Directors Account, as well as \$3000 to Directors Account, to pay solicitors and insurance"

Moved; Matti, **Seconded;** David Symons. **Carried.**

RGM motion in for the next RGM on 22/10/98, for a new

Admin Account.

(Kay to buy a new white book)