

Minutes

February Committee Meeting – Minutes

Date: 13 February 2014
Time: 6:00pm
Location: Ocean Grove Bowling Club

1. Welcome and Apologies

Welcome to Isabella Harkness; Maryanne Brewer; Ian Brewer; Jan Bell; Lin Bell; Helen Butteriss; Cathy Staer, Chris Carnaby; Adele Prudames
Apologies received from Mark Edmonds and David Thomas

2. Minutes of the Committee

The minutes of the previous meeting were accepted as true and correct

MOVED – Adele Prudames
SECONDED – Maryann Brewer
Motion Carried

3. Reports from the Committee

3.1 President's Report

Helen advised that website was nearly ready to go live but required members to put their information on the internet. Subsequent to meeting the new web site is live.
Helen called on committee members for suggestions for the coming year for guest speakers and events.

3.2 Treasurer's Report

Helen Butteriss presented the Treasurer's report. Currently the Association has \$6654 in the bank and 82 members.

3.3 Secretary's Report

Cheque has been provided to Barwon Coast for shuttle bus and New Years Eve fireworks
Website concepts have been given a gift and paid for their work to date
The secretary has set up a dropbox for the committee for ease of communication and will circulate access information to all members.
A motion to accept these reports was proposed
MOVED – Helen Butteriss
SECONDED – Jan Bell
Motion Carried

4. Items Requiring Discussion

4.1 Website

Helen presented the new website to the committee. Points to note include:

- The committee needs to consider where we could obtain funding for the launch of the new website. It was suggested to make a request to Jan Farrell and to also put in a grant request to the Ocean Grove Connected Communities.
- It was suggested that \$1000 be paid to Alan Barber in recognition of his ongoing work and contribution to the website. It was noted that Alan has not requested to be paid for his time and efforts to date.

- Marketing
 - How are we going to market the website
 - How are we going to get local businesses interested
 - Should we have banners, stickers
 - Facebook page updates and information
- Each member will receive a log in and will be responsible for ensuring their details are correct, logo and where they want to be placed in the business directory.
- Regular mail outs can be done through the back end of the website using Mail Chimp. It was agreed that there needs to be further discussion on how this will work for the businesses
 - How often should it be done
 - Who will manage it
 - What are the rules and guidelines for businesses
- What's On events should be added to the website such as:
 - Community Markets
 - Bellarine Farmers Market
 - School Events
 - Kindergarten Events
- Community Groups – it was suggested that these groups can add their information free of charge.
- It was agreed there be a launch for members at the Collendina Pub on either Wednesday 19 or Wednesday 26 March. Responsibility for investigating costs was delegated to Chris Carnaby and Maryanne Brewer. Invitations will be sent out to members.

4.2 Events

It was agreed that the Association will hold four events this year – two social and two guest speakers.

1. Social Event at the Business Park
2. Social Event at location TBA – it was suggested that an offer be made to members that they can host this event at their place of business with the Association providing drinks and nibbles
3. Speakers to be confirmed. Some suggestions included a life coach, council delegates. It was also suggested that we invite other local communities from Barwon Heads, Queenscliff, Point Lonsdale, Wallington and Drysdale/Clifton Springs.
4. First speaker to be early May 2014

4.3 Meetings

Will be held bi-monthly on the first Thursday of the month.

5. Next Meeting

3 April 2014 Club Grove 6pm all welcome

6. Meeting Closed 7:07pm