

# WTMC Committee Meeting Minutes – September 2011

## **1. Opening**

Present: Sharron Came (President), Kate Cushing (VP), Helen Law (Membership), Amanda Wells (Chief Guide), Richard Lardner (Assistant CG), Megan Banks (Promotions), and Donna Maher (Social Convenor).

Apologies: Steve Austin (Treasurer), Jenny Beaumont (Social Convenor) and Gareth Morton (Transport).

## **2. Outstanding matters from previous meeting**

Follow up with Gareth whether he is having discussions with TTC about using one of our vans mid week. *Action Sharron.*

## **3. August bank account reconciliation**

Moved that bank account reconciliation for September be approved Sharron seconded Donna. *Action Steve.*

## **4. Mailing FMC bulletin to members: hard copy v web link**

Promotions Officer to arrange to collect the Bulletins from Sarah when they are delivered and to advertise on the website that they are available for pick up from the Club by members on a particular Wed night. Promotions Officer to take Bulletins and a list of members to Club that night and work with people on the desk to hand out Bulletins to members who turn up to collect them. Rest to be posted out as usual as Bulletins only arrive quarterly. It was agreed that any postage will coincide with mail out of newsletters. *Action Megan/Sarah .*

## **5. Journal**

Need to prepare a short but specific brief for prospective journal editors clearly outlining key deliverables and budget. Draft brief to be prepared by Amanda who will consult with Steve and Sharron. Draft brief to be tabled for review at Oct meeting. Sharron to get information from Tony on what has been involved the last two years to assist with the brief. *Action Amanda/Sharron/Steve.*

## **6. Proposal policy on refunds for lodge bookings**

For Club trips if a trip is cancelled after consultation between the Trip Leader and the Chief Guide then all trip participants will be entitled to a full refund excluding the cost of food already ordered and paid for. Moved Amanda, seconded Helen. Amanda to ensure Trip Leaders are aware of this policy and that it is consistently applied. *Action Amanda.*

For refund requests forwarded by Lisa Tinkley, policy is no refunds except at the discretion of the Committee. In these two cases a 50% refund will be granted because the Lodge Booking Officer was able to allocate the bunks to other people. Moved Amanda, seconded Helen. *Action Sharron* to advise Treasurer and ensure decision communicated to relevant parties.

## **7. Membership**

New members for approval = Katy Glenie, Paula Vincent and Natasha Sauber. Membership applications approved. *Action Helen*.

## **8. Succession planning – Lodge officer**

Sharron to check with Sue on progress around finding someone to help out/fill in for Brian doing Lodge bookings. *Action Sharron*.

Need to find a suitable replacement for Sue Walsh as Lodge officer. Everyone to consider possibilities, given skill sets and experience required for this role and report back to Sharron. *Action everyone*. Note this item needs to be on the Oct Agenda.

## **9. Photo competition**

It was agreed that Social Convenors should aim for late Feb/early March 2012 which means planning needs to start now. *Action Jenny/Donna*.

## **10. General Business**

Request from a 12 year old relating to whether they could come on Club trips. Donna pointed out that it is a legal requirement that children under 14 need to be accompanied by their legal guardian. Agreed we need to update the Club policy on minors. Trips Policy (6) needs to be changed to read: "THAT persons under the aged of 14 on Club trips must be accompanied by an adult and have the permission of the Chief Guide." Moved Donna, seconded Sharron. Action: Change policy as it appears on the website. *Sharron/Mike G*.

Jenny offered to go and talk to the 12year old's class about fishing etc, (assuming she can arrange a date to suit). Megan to forward request to Jenny. Action Megan/Jenny.

Sarah gave birth to a baby girl on September 10. Congratulations and best wishes to Sarah and family! Card to follow. *Action Donna*. Kate monitoring developments so ready to step in for Oct newsletter as required. *Action Kate*.

Next meeting 7pm Tuesday 11 October at Kate's place.