



~ Clarence Valley Seniors' Computer Club Inc. ~



Management Committee Meeting 8 May 2014

Meeting opened by President Dennis at 2.00pm

Members present:, John Dunne, Susan Green, John Harvey, Frank James, Lorraine Kenny, Diane Latta, Gavin Loy, Bob McPherson, Dennis Noel, Warren Rackham and Elena Turner

Minutes: Moved (Frank/Diane) that the minutes of the previous meeting be adopted – carried

Business arising from the minutes:

1. Net Worth \$\$ reporting – After discussion it was agreed that the club's financial balance should not be disclosed in the minutes – Secretary to note.

2. Petty cash purchases by card – Dennis has now discussed the new debit card with the Credit Union, and advised that the system remains the same with debit card processes as previously. Following discussion on the financial limit for the card, it was moved (Gavin/John D) *that the limit for the card be \$500; and that a new Paypal account be opened, to be linked to the debit card. The card is to be used only by the President.* Motion carried (9 for, 2 against).

Correspondence:

1. Members J Scully & J Apps (two letters of similar content) – Lodging strong concern about invasion of privacy with the recent email containing full members' details being issued to all members, and providing details of the Privacy Act. This matter was discussed at length, and it was noted that the President has already placed an apology to all members by email for this genuine error. Clearly there is nothing that can be done in retrospect, but it is clear that we all need be aware in future. All previous entries of members' listings on the Club's computers are to be removed, with the exception of the executive PC in the office. The membership co-ordinator to have exclusive control of maintaining and updating the membership listings; however the Executive Committee will continue to have access to the list. All general correspondence should go in and out through the Secretary.

2. Les Hawkes, re John Wells – Drawing attention to the fact that there is no recognition in the Club to the early work done by John Wells in establishing the club. Les suggests that a framed photo with the caption "John Wells of Rotary Maclean – Founder of the CVSCC 2005" should be placed on a club reception area wall. In discussing this matter it was confirmed that it was the Maclean Rotary Club that initiated the CVSCC, recognising also that Mr Wells took a leading role. It was moved (John H / Dennis) that we make up a suitable sign for the reception wall in the following style – *"The CVSCC acknowledges the inception and establishment of this Club under the auspices of the Rotary Club of Maclean, and notably the contribution and leading guidance of member John Wells"* – carried.

Outgoing Correspondence:

1. Clarence Valley Council – Letter requesting responses to two earlier letters sent (21 Jan re air conditioner maintenance; 6 April re request for use of an additional room)

Moved (Gavin/Elena) that correspondence be received and noted – carried

Treasurer's Report - Financial Statements:

The Treasurer's report, including net worth and banking summary & transactions was tabled.

The Treasurer also tabled a letter in relation to the Club's current financial position, and drawing attention to the fact that we are currently not generating sufficient income to operate the club; and that we need to keep this in mind when making decisions regarding benefits to club members and leaders.

Moved (Frank/Gavin) that the Treasurer's report be adopted – carried

Reports:

I/T Team (Gavin) – Problems as reported last meeting appear to have been fixed – the Microsoft account has been removed and the problem seems to have gone away.

General Business:

1. Access to the Club when Tursa is closed – Moved (John H/Diane) *that we approach Tursa to get a front door key, and if that is not successful we write to Council and request a key* – Carried.

2. Frank advised that we have received some 'flyers' about "Smart Economy" aimed at NFP businesses. A seminar is being run on PC matters on 22 May at 6.0pm. Frank has registered (on behalf of the Club) and has 4 tickets if there are any others interested.

3. The suggestion was raised that leaders could put their lessons on pages in the Club's website. However one argument put forward is that lessons should not be put on the Club's web as it is working against the Club's purpose. Another suggestion put forward is that each leader should be able to put on their page whatever they wish to. A motion was moved (Bob/Susan) *That we do not put lessons on the Club's website* – carried. However future discussion on this matter may still take place.

New Members:

Alice Bennett	Stephen Matheson
Joan Burns	Harry O'Keeffe
Peter Davey	Monika O'Keeffe
Jane Hinchley	

Moved (Warren/Susan) that the new members be accepted in to the Club - carried
There being no further business, the meeting was closed at 3.30 pm

The next Management Committee Meeting to be held on Thursday 12 June 2014 at 2.00pm

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President