**LAND ROVER CLUB OF THE ACT INC**

**Minutes, COMMITTEE MEETING**

**Monday, 18 February 2019**

**Location:** Eastlakes Football Club

**Start:** 7.30pm

**Attendance:**  Andrew Lockley, Paul Tolley, Sue Alexander, David Wade, Kaylene & Paul Koppe (via phone), Michael Thomson, David Wilson, Peter Mercer

**Apologies:** Garry Collins, Kevin Phillips

**Accepted with an amendment of previous minutes:** David and Margo Wade? and Brindie for Beginners (not approached?)

**Proposed**: Andrew Lockley ; Seconded: David Wade

**President’s report:** (Andrew Lockley)

* ?

**Treasurer’s Report:** (David Wade)

* Account balances:

-          LRC chq acct                       $3393.52

-          LRC Reserve                       $25406.06            (unchanged)

-          LRC PayPal                          $75                         (unchanged)

-          OLRHD chq Acct                $148.72                 (unchanged)

-          OLRHD term deposit       $7650                    (unchanged)

* The issues I’d like to discuss:

 We have received our PAYG statement from the ATO for $243, due by 28 February.  David will send in an objection due to club income being variable and higher in Spectacular year.

 Renewing our OLRHD domain name registration led to having to update the contact details for the OLRHD domain name, which then led to having to obtain a copy of our ABN registration, which proves to be out of date; incorrect contact details (Sandy Robinson who left club 12yrs ago).  Club needs a statement guideline to establish ratification of signing bodies for notification, and who does it. This should involve the Treasurer and Public Officer. David to Draft a document for comment. Incidentally, our outdated contact details for the domain name led to delays in our receiving the account.  The web site was removed before the account was paid.  By law any ABN changes have to be notified within 28 days; we are years out of date, and the details have yet to be updated.

* Coming out of this, I would like us to consider establishing a register on the LRC cloud system identifying which organisations need notifying when we change committee, public officer or contact officer details.  Not to mention identifying the responsible position/s for maintaining the register.  So far I can identify the ATO, our accountant, the auditor, the ACT associations registrar, the ABN registrar, our domain name registrars, our domain hosts, our bank, and PayPal. There may be others.  If the register is on the LRC cloud, then UserIDs and passwords maybe cannot go in it, but the existence and location of that information needs identifying in the register.
* We are now paying over $800 per annum to use MYOB.  The licence renews in November.  We need to consider saving money by moving to another accounting package.  I am wide open on ideas for this, as my experience is limited to MYOB, which Margo uses for professional purposes, and which is how the LRC finished up using MYOB, on Margo’s licence, so originally at no cost to the Club.
* David will review other packages and report back to the Committee.

 **Secretary’s Report:** (Paul Tolley)

* (had deferred attendance due to medical issues).
* No new items recorded.

**Trip Coordinator:** (Kaylene Koppe)

* Brindies for Beginners – Trip Leader Tom DeJong. Five possible new members attending. Kaylene will let Tom know of offer? RSVPs coming for (?) who has registered with list of participants been compiled. On coming weekend. Two attending Tom DeJong and John Rainier using Blue Range Hut.
* Canberra Show with 3 registering to be part of LRC static display.

**Driver Training Group: (**Ian Toten)

* Response from the DTU 4WD Association regarding Ian’s inquiry for certification.

**Membership Secretary:** (Michael Thomson)

* One inquiry with forms sent for the Brindie for Beginners qualifying trip.
* 115 memberships currently (and 11 family members)
* Member Renewal Process: Andrew Lockley asked if a process was established for renewals. Michael reported all members are declared non-members on 30 June 2019 and then receive an invitation to renew. David requested Michael to bring outline of membership process to next meeting. Need to decide on (?) for next year before renewal time based on a draft budget.
* Prompting from Kaylene at next members meeting regarding members running trips offered free memberships by club. Members needs to be reminded of process. Internal payment required (?)

**Social Secretary:** (TBA)

**Merchandising & 4WD Association:** (Kevin Phillips)

* Meeting held 16 Feb at Coolah. Unfortunately, Kevin was not there to report. Andrew Lockley reported National Association in financial difficulty. Kevin is processing quotes for insurance as an alternative to NSW 4WD Association. Some Sydney clubs returning to the fold is a good sign.

**Council of ACT Motor Clubs:** (Garry Collins)

* See last week’s ord mtg

**Historic Registered vehicles** (Ray Atkins)

**Website Manager:** (David Wilson)

* David reported website exposure to external web. Issue has been resolved.
* Trip logging is sorted. Can now see other members on trip.
* Waiting to receive suggestions for alternative to RSVP selection to make process easier.

**Series Vehicles:** (Peter Mercer)

* Canberra Show will incur club cost $200. 4-5 members attending
* Easter – Majors Creek event proposed @ $20 per head. Open to members plus larger group of heritage vehicles.
* $200 will be paid back with remainder going to Majors Creek Progress Association

**Other business/New business:**

* Spectacular meeting – Tom DeJong replacing Paul Tolley. Andrew to attend to introduce Tom.
* Ideas tossed around for 50th Anniversary. Agreed for 3-person committee to return to Committee with proposals

**Meeting Close: 8.30 pm**

**Next meeting: 18 March 2019 at Eastlakes Football Club**