**LAND ROVER CLUB OF THE ACT INC**

**Minutes, COMMITTEE MEETING**

**Monday, 19 August 2019**

**Location:** Eastlakes Football Club

**Start:** 7.31pm

**Attendance:**  Andrew Lockley, Paul Tolley, Sue Alexander, David Wade, Jim Stevenson, Tom & Ann de Jongh, Mike Macnamara, Kevin Phillips, Michael Thomson, David Wilson, Ian Toten, Ray Atkin, Margaret Anderson, Russell Speldewinde.

**Apologies:** Garry Collins

**Acceptance of previous minutes:** Proposed: Michael Thompson; Seconded: Tom de Jongh

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

* Positive outcome of anniversary celebrations. Compliments to the band performance.
* 14th October AGM (30-days (16th Sept Final Notice) to all members)
* Upcoming committee nominations
* 4WD spectacular discussions (incentives discussed for member volunteers)
* Xmas Party planning (catering costs, budget subsidising options)

**Treasurer’s Report:** (David Wade)

The July committee meeting minutes mention that Colin Toan and Kevin Phillips are looking at Club insurance.  I raised the topic at the June committee meeting as I held the ‘4WD Now’ invoice, due 30 June.  My recollection is that we agreed to remain with ‘4WD Now’ as it was too late to seek alternative insurance.  I therefore paid the invoice, and the July Ordinary Meeting approved the expenditure.  This means we have Public Liability insurance for FY19/20 through the ‘4WD Now’ policy.

As previously discussed, I am moving the LRC’s accounts off MYOB AccountRight to MYOB Essentials.  There are several advantages in doing so:

* we move to a cloud-based product, meaning that the old treasurer’s laptop can be retired and that people other than myself can access the accounts; and

* we more than halve our MYOB licence fees.

Use of AccountRight stopped at 30 June, and last year’s accounts are now with the Tax Agent and Auditor.  Essentials will start from 1 July once I finish putting a few things in place to tailor it to the LRC’s needs.

The main idea is to build a new Chart of Accounts.  This is something I want to get completed quickly, as I can’t enter anything into the new accounting system until this is done and the draft Chart of Accounts is out for urgent comment with those who have an interest.  I couldn’t see the need to go to the whole committee.  Anyone who hasn’t received a copy of the draft but would like one, please let me know.  Happy to oblige.

The LRC account balances are:

LRC chq acct                                     $1758.73

LRC investment acct                       $23450.18

OLRHD chq acct                               $48.73 (unchanged)

OLRHD term deposit                       $7650.00 (unchanged)

PayPal                                                $72.75 net

**Note** – I have swept the PayPal balance into the LRC cheque account.

**Payments:**

Alison Westgate               $55.00                   10 extra 50th coasters

The Federal                        $8510                    50th Dinner

Subs refund                        $2                           Michael Thomson overpaid $2 when banking members’ subs

For approval at the September Ordinary Meeting.

I am sure that there will be further accounts to be paid from the Dinner and Picnic but now, I do not know what is outstanding.  We will need to dip into the LRC investment account moving forward to fund the Club through to receiving any 4WD Spectacular surplus late this financial year. FY20/21 subs will most likely start coming in at the same time.

**Income**

                All income is from subs and Dinner registrations.  I believe that all Dinner payments have been made, with one cheque for $80 yet to be banked.

I received a scam account by email, purportedly forwarded to me through Andrew Lockley.  Unfortunately, I paid it without checking with Andrew.  I have reimbursed the Club.

* Discussion to return to dual signatories on club accounts. Other bank processing will given risk management regulating.
* Treasurer is accepting full responsibility for errant expenditure. David is standing on integrity although the Committee wishes to veto oversight. This matter will be reviewed at end of financial year.

**Secretary’s Report:** (Paul Tolley)

* Standing order for Committee members to sign for mail deliveries

**Trip Coordinator:** (Tom & Ann de Jongh)

* Tom received an email to register EPIRBS with different numbers issues. The re-registered unit has a different number to original rego. Tom to follow up.
* Easier methods for members withdrawing from trips. However, members manually withdrawing there is no notification to the trip leader.
* Members queuing for trips and methods to assist trip leaders to capture situations where members pull out and other members queued may miss out. Matter to be discussed further. **Action item** next Committee meeting.

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

* N/A

**Membership Secretary:** (Michael Thomson)

* Membership honouring for running minimum two trips during the year to capture reduced membership fees. **Action item**.
* 36 un-paid members, 86 paid members.

**Social Secretary:** (TBA)

* N/A

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

* ACTNFWDC remains outside of National body. Sub-committee to review expectations of how a national body operate. Funds to be refunded to ACTLRC.

**Website Manager:** (David Wilson)

* Lack of reports from key roles within the club. Query to committee spending money on a web page not properly been utilised.

**Series Vehicles:** (Peter Mercer)

* Series activities for numerous events next year.

**Other business/New business:**

* Anne Parkinson suggested we supply a Land-Rover-badged Keep cup
* 4WD Now & ANFWDC discussion to stay or withdraw from the national body (refer response from Kevin Phillips above).

**Meeting Close: 9:03 pm**

Sue not here for next committee meeting.

**Next meeting: 16 September 2019 at Eastlakes Football Club**