



Minutes of meeting
Held in the Edithburgh Institute
on 13 August 2019

PRESENT:

Lesley Tilbrook, Peter Bartram, Keryn Dawes, Patricia Bartram, Stan Szczypiorski, Kara Johnson, Joanne de Roos, Jennifer Robyn, Cr Adam Myer, Joanne Forbes (YP Financial Management Services), Diana Sweeney (Minute Taker).

Subject to Confirmation

MEETING OPENED

9.35pm.

1. WELCOME

Cr Adam Meyer, acting as Chair, welcomed everyone to the meeting. He congratulated the successful new Committee members Joanne de Roos, Kara Johnson and Jennifer Robyn.

2. VISITORS

R NOWLAN

3. APOLOGIES

G WEEKLEY, M WILKIN

4. CONFIRMATION OF MINUTES

CONFIRMATION OF MINUTES OF MEETING HELD 2 JULY 2019

#05 (13/8/2019)

Moved: Peter Bartram **Seconded: Lesley Tilbrook**
That the minutes of the Edithburgh Progress Association meeting, held on 2 July 2019 as circulated, be taken as read and confirmed as a true record.

CARRIED

5. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Cr Adam Meyer conducted the elections for Chairperson and Vice Chairperson.

It was advised to new members that eligibility for the positions of Chair and Vice Chair required 12 months service on the Progress Association.

Chairperson nomination: Peter Bartram nominated Lesley Tilbrook, seconded by Patricia Bartram for the position of Chairperson. Lesley Tilbrook accepted the nomination with the proviso that, due to owning a 7 day a week business, any events which required the attendance of a member of Progress during business hours, that the Vice Chairperson or another Committee members in their absence is willing to take on those duties. Agreed. Elected unopposed. Cr Meyer declared Lesley Tilbrook Chairperson of the Edithburgh Progress Association for 2019-2020.

#06 (13/8/2019)

Moved: Peter Bartram **Seconded: Patricia Bartram**
That Lesley Tilbrook be elected as the Chairperson of the Edithburgh Progress Association for 2019-2020.

CARRIED



Vice Chairperson nomination: Keryn Dawes nominated Peter Bartram, seconded by Patricia Bartram for the position of Vice Chairperson. Peter Bartram accepted the nomination. Elected unopposed. Cr Meyer declared Peter Bartram Vice Chairperson of the Edithburgh Progress Association for 2019-2020.

#07 (13/8/2019)

Moved: Keryn Dawes Seconded: Patricia Bartram
That Peter Bartram be elected as the Vice Chairperson of the Edithburgh Progress Association for 2019-2020.

CARRIED

Public Officer. It was agreed that Lesley Tilbrook, in her position as Chairperson, remain as the Public Officer of the Edithburgh Progress Association.

Bank Signatories. The Chair and Vice Chair plus two committee members are required to be bank signatories. It was agreed that, alongside the Chair and Vice Chair, that Kara Johnson and Stan Szczypiorski be appointed bank signatories for the Edithburgh Progress Association.

#08 (13/8/2019)

Moved: Keryn Dawes Seconded: Peter Bartram
That Kara Johnson and Stan Szczypiorski, along with the Chair and Vice Chair become bank signatories for the Edithburgh Progress Association.

CARRIED

Finance Officer. It was noted that Joanne Forbes' (YP Financial Management Services) contract was reviewed and she was re-appointed as Finance Officer for the Edithburgh Progress Association for a further two years (as per the changes to her contractual agreement) at the Special Meeting conducted on 21 May 2019.

Lesley Tilbrook resumed the chair and thanked Cr Meyer for his attendance and assistance at the AGM and General Meeting.

6. GENERAL BUSINESS

New Members. All new members were given a Code of Conduct, Constitution including Appendix A (map of boundaries), Sub Committee information and Confidentiality Agreement. All signed confidentiality agreements are to be returned to the Administration Officer prior to the commencement of the 10 September 2019 Progress meeting. A member contact sheet will be forwarded by the Administration Officer. **Action: D Sweeney.**

Defibrillator signage. It was noted that the signage for the Sultana Point Defibrillator was still to be erected. J Forbes advised that G Weekley had indicated he would do this in the coming weeks.

MEETING CLOSED

9.10PM.

Lesley Tilbrook, Chairperson.

DATE OF NEXT MEETING – 10 September 2019

