**MINUTES OF THE CONCORD ROTARY BOARD HELD**

 **AT THE RALPH HONNER CENTRE, KOKOTA TRACK, MONDAY 18 th OCTOBER, 2021**

**NB:** Confusion over the commencing time of this meeting was resolved with

 Members present at the Club Meeting held earlier in the evening assembling

 For a 7pm start.

 The printed Agenda for this meeting depicted that the President Elect and Club

 Administration positions were unfilled. This was incorrect and later rectified.

 Item numbering used throughout these Minutes was adopted from the Agenda

circulated for this meeting. (There was no reference to 8; 9 or 10)

**PRESENT:**

President Connie Day, Treasurer Ken Wright, Allan Petersen Administration Director

(performing the Acting Secretary role at this meeting), Michael Brown, Public Image Director, Ian Gilkes, New Generations Director, Oscar Bryant, Foundation/International Director

**APOLOGIES:**

Helen McCaffrey, Markets Manager, Angela Porritt, Club Secretary

**MINUTES of the meeting held 13th September, 2021 held by zoom were confirmed as a true record of the business of that meeting.**

**BUSINESS ARISING:**

2.1 President referred to a copy of a summary of the Administration aspect of the previous year’s Club Health Check previously submitted by the Administration Director.

2.2/2.3 Strategic Plan and Club Citation items were considered as business in progress at this time.

2.4 Reference to the review of the Club Constitution and ByLaws by Committee led by Rotarian Phil McCarthy were endorsed by the Board on a motion of I. Gilkes and A.Petersen, both members of the aforementioned Committee. Board recommended that these documents be submitted to the Club members at the Annual General Meeting scheduled to be held later in this calendar year.

President thanked the Committee for the review work undertaken.

2.5 Aspect delayed due to the covid restrictions in place at this time.

2.6 Karla Zolshan Centre Project update was provided by K. Wright, a member of the reviewing Committee that the most recent Commercial Real Estate Agent was providing regular updates of the current Management Plan connected with the property.

Board advised that a Management Assessment Plan should be prepared for future consideration as it believed that not one was available at the present time.

2.7 Copies of the 20% members’ responses to the recently circulated 2021 Council of Resolutions were reviewed and endorsed by the Board in readiness for the Club Secretary to return the Club’s reaction before the end of the current week.

2.8 Club Administration Director sought leave and it was granted to include this item to the meeting. It included future meeting and business plan for remainder of 2021 Calendar Year:

i. Mon 25th October, return to Massey Park Brasserie for twenty members-identified earlier at the Club meeting;

ii. Mon 1st November, Massey Park Brasserie Meeting for anticipated full complement of members as the Government Covid restrictions are lifted further;

iii. Mon 8 November, return to Kokoda Track Venue for full membership and Partners’ of a Two River Wine Tasting including sausage sandwiches, cheese and biscuits.

iv. Monday November 15, return to Massey Park Brasserie for Club Meeting

v. Mondays November 22-29 continue at Massey Park Brasserie

 **NB Board recommended that Club Secretary connect with Quirindi Rotary Club**

 **For a zoom meeting on Monday 22 November**

vi. Monday December 6

* Date chosen for Annual General Meeting in view of the Government Restrictions lifted by December 1 for all citizens, vaccinated-fully or not- can attend group meetings
* That the meetings be held at the Concord Function Centre-booking confirmed
* That those originally invited to the June date Club Changeover be reinvited to attend as they have made a previous payment
* That the Annual General Meeting commence at 6.15pm
* That the Christmas Celebration (no longer referred to as a Changeover) commence at 7pm:
* That the details contained in 11.1 of the Meeting Agenda include and be confirmed that:
1. Rotarian David Brown to act as MC-toast to RI and Concord Club
2. Raffle Organizer Rotarian Di Hunter-aware of the Stitching Hearts Quilts donated prizes
3. PP Angela arrange for the distribution of awards associated with the revisited Changeover
4. Photographer yet to be chosen
5. Program to be devised and possibly circulated on the night
* That reference be made to the 65th Anniversary of the Rotary Club of Concord

vii. Monday December 13, Return to Massey Park Brasserie for a possible review of the first fifty years of Concord Rotary Club History video.

viii. Saturday December 18 has been pencilled in with Massey Park Brasserie for the Club Christmas Party. Mention was also made of the possibility of a party being held at the home of one of the members.

**CORRESPONDENCE:**

This was circulated with the meeting Agenda prior to the meeting.

President tabled the following:

1. District September 2021 Quarterly Report Clubs
2. District 9675 Financial Statements for year ended 30 June, 2021
3. Rotary Club of Concord Profit and Loss Treasurer’s Report July 2021-June 2022

3.1 Review of PROSPECTIVE MEMBERS: a) Joanne Nix attended 18 October Meeting

 b) Derek Henderson attended 18 October meeting

 Rotarian Michael Brown agreed to followup the future intentions of these visitors

3.2 There were no member resignations to report

3.3 Mention was made on the medical condition of Rotarian Graham McIntosh and his inability to drive. He had contacted by email that day to advise his circumstances.

4.1 Rotarian Michael Brown reported on the present state of the Club Markets Website indicating that it was now able to be viewed, having been reviewed by the Markets Manager

4.2 Rotarian Michael Brown indicated that he would provide printed business cards for any Board member requiring same

4.3 It was noted that Rotarian David Brown had agreed to produce dinner badges for all members fitted to plastic sleeves now in his possession

5.1 Board recommended that Club Secretary contact the President of Quirindi Club to resume a connection by zoom on the evening of Monday 22 November, 2021

5.2 a) Rotarian Allan Petersen reported that with the return to school management he would seek an appointment together with President Connie to visit the Principal of HBHS to discuss the proposal of the introduction of a Peter Smith Scholarship for Interact members

 b) President Connie indicated she had been in conversation with a representative of the Concord Hospital Cancer Survival group with the intention of placing a memorial to Peter Smith at the Hospital either in the form of a garden plaque or bench. Matter continuing

5.3 Members’ List of preferred charities include: ‘Step Up Mate’ and ‘Soldier On’ both have been approached by Rotarians Oscar Bryant and Nicholas Calakerinos.

Discussion continued on seeking the support of the ‘Step Up Mate’ consultants to visit the Markets and provide a “Walk and Talk” session with identified attendees visiting a possible market stall that they manage

5.4 Community Food Bank Project was considered a previous lockdown covid initiative

6.1 Director Ian Gilkes reported that four local schools had accepted the offer of honouring a student with a Citizenship Community Service Award: 2 x Macdonald College; Concord West Primary and North Strathfield Primary School. A $50 Dymocks Book voucher will be forwarded

6.2 Nothing new to report on the Peace Pole initiative to date

6.3 Student Amelia Su of PLC Croydon College has been accepted for the coming NYSF Program. Recommended that she return to the club afterwards to provide followup

6.4 There have been no nominations as yet for this year’s RYDA District Program

6.5 Advice has been received from District that RYPEN will not be held this calendar year

 due to present covid restrictions, RYDA is not being held either

7.1 Rotary Foundation fundraising by the club this evening amounted to $500 for End Polio Now Project

7.2 Rotarian Oscar Bryant reported that the dates for a forthcoming trek by himself and Secretary Angela have yet to be set in the new year, identifying fundraising for Shelterbox

7.3/7.4 There was nothing new to report at this meeting on these two projects

**FARMERS’ MARKET REPORT**:

Due to the absence of the Markets Manager, Treasurer Ken Wright reported that the previous Sunday markets was an outstanding success following the lifting of previous lockdown restrictions in that some 30 stall holders were present and more than 750 participants attended. It had been resolved that HBHS Interact members would be invited to assist in the setting up/packing up of the markets on the first Sunday of the month and the Burwood Rotaract members assigned to the third Sunday of each month to provide similar assistance

**TREASURER’S REPORT:**

Treasurer Ken Wright reported that a Government Grant of $10 500 had been received for the Club being a non for profit organization operating during the current covid lockdown. This was well received by Board. He indicated there could be some additional funds outstanding.

It was noted that there are two outstanding member semi annual dues not paid for the current period.

It was noted further that an update on issuing quarterly dues in advance, is not under consideration at this time.

A Profit and Loss Report for the period, July 1 2021 to date was issued with the following funds available outlined:

 CBA Debit Farmers’ Market $ 1 404.16

 CBA Farmers’ Market $ 20 472.18

 CBA Service Account $ 5 706.91

 CBA Term Deposit General A/c $ 11 150.99

 WBC General Account $ 10 563.95

WBC Service Account $ 32.32

Total Funds Available $ 49 298.19

11.3 Concord Rotary & 100 Years of Rotary in Aus/NZ

Rotarian Allan Petersen recommended that members be advised to seek out any Club memorabilia that they have in their possession for placing in the compilation yet to be displayed and that:

1. Items be returned for display purposes between meetings of 15-29 November
2. The proposed Special Projects Club History Committee be formed of Rotarians:
A. Petersen; A. Wright; D. Hughes; G. McIntosh to scrutinize the response at a date

to be confirmed with the curator of the Concord Historical Society to set up display

1. Determine the length of time at this venue and seek a transfer to the Concord Council Library during 2022

12.1 There was nothing to report on the Cross Club Collaboration at this meeting

12.2/12.5 There was no business presented

Meeting closed at 8.45pm

**DATE OF NEXT BOARD MEETING RECOMMENDED FOR MONDAY 15 NOVEMBER, commencing 5pm at MASSEY PARK BRASSERIE**

**NB** The second Monday of the month, sometime scheduled for Board meeting, 8 November would clash with the Club Meeting to be held at the Kokoda Track Venue for an outdoor wine tasting meeting from 6pm

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President C. Day /11/2021 Secretary A. Porritt /11/2021