



GVG ORGANISING COMMITTEE 2016
Minutes

Held in Greenwich Hub Hall, lower 46 Greenwich Road, Greenwich
On Thursday – 1 June, 2016. at 7.10 pm – 7.58 pm (state of origin)

In attendance: Sandy Calder, Craig Stafford, Lynne Spencer, Michael Armati, Anna-Lise Sewell, Anne-Marie Sirca, Mark Merrick, Stephen Shepherd, Denis Karp (Anarchists); Chris Rossiter (Engineers); John Erasmus & Zena White (Governators); Ben Wilson (Heroes); Leanne Keene & Michael Ryland (Natives); Denise Hughes (Tribe); Ray Karlake (Commerce) Peter Walton, Kirsty Oliver

Apologies : Penny Williams, Dennis Karp, Pam Palmer, Fiona Ell, Midi Stormont, Jane Marquard, Richard Hawkins

Item	Discussion/Resolution																																								
<p>1.</p>	<p>OC vacancies</p> <p>Action: Vacant OC positions: please see if you have someone or a group of people who could take on these roles</p> <p>Executive Committee Unfortunately, Craig Stafford is unable to remain on the executive committee as his employers PWC are the auditors for LCC and they view this as a conflict of interest. Craig is happy to stay on as a consultant to the replacement treasurer who we would like to appoint at the earliest opportunity.</p> <p>social media - This is a fun role for anyone who uses social media and can post updates relating to GVG OC key communications messages and activities, as well as moderate replies/responses. This role could be filled with someone interested in marketing/PR/communications, or just a keen social media user with a sense of humour and fun. 2016GVG accounts have been setup for Facebook, Instagram & Twitter. Full support from the SCRuM committee will be provided.</p> <p>Team Change of Name Governators have changed colour to lime green; name to stay the same Welcome to Zena White, joining John as joint captain.</p> <p>Team Status: expected members (to be updated each meeting)</p> <table border="1" data-bbox="261 1473 858 1845"> <thead> <tr> <th></th> <th>budget</th> <th>29thmay</th> <th></th> </tr> </thead> <tbody> <tr> <td>Anarchists</td> <td>420</td> <td>148</td> <td></td> </tr> <tr> <td>Builders</td> <td>200</td> <td>36</td> <td></td> </tr> <tr> <td>Commerce</td> <td>195</td> <td>95</td> <td></td> </tr> <tr> <td>Engineers</td> <td>140</td> <td>67</td> <td></td> </tr> <tr> <td>Governators</td> <td>90</td> <td>29</td> <td></td> </tr> <tr> <td>Heroes</td> <td>160</td> <td>73</td> <td></td> </tr> <tr> <td>Natives</td> <td>150</td> <td>71</td> <td></td> </tr> <tr> <td>Tribe</td> <td>160</td> <td>68</td> <td></td> </tr> <tr> <td></td> <td>1515</td> <td>587</td> <td></td> </tr> </tbody> </table> <p>Great work 30% sign up!</p>		budget	29 th may		Anarchists	420	148		Builders	200	36		Commerce	195	95		Engineers	140	67		Governators	90	29		Heroes	160	73		Natives	150	71		Tribe	160	68			1515	587	
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<p>2.</p>	<p>Confirmation of Minutes of Previous Meeting of the GVGOC 2016 on 22/3/16 Proposed Chris Rossiter seconded Mark Merrick – Thank You</p>																																								
<p>3.</p>	<p>Action from previous minutes (all to be addressed during this meeting)</p>																																								
<p>4.</p>	<p>Events MM ongoing 15min</p>																																								

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	<p>Meeting with event leaders on 10th may, templates were sent out and mostly returned. Mostly the difficult/new event are being worked through (see list presented)</p> <p>When corresponding with Mark please about GVG please use events@gvg.org.au</p> <p>Clarification of Canoe relay</p> <p>Requirements for license:</p> <ol style="list-style-type: none"> 1. a letter of authorisation from Lane Cove Council 2. letter of authorisation from Organising Committee 3. A Risk Register 4. An Operational Plan 5. Waiver Form signed by all participants 6. If limiting race to Bay St, The Flying Squadron authorization <p>Equipment required - canoes plus Support Vehicle and Safety Personnel may be required by all teams (not only Tribe)</p> <p>New event format: the event be limited to over 15/16 yr old and up to 60yr old. and the event be shortened to Gore Creek start and return at Bay St. including a mud run component (if necessary)</p> <p>action: Michael Armati, & Mark Merrick to help Tribe with licensing and devising new event description</p> <p>Handbook re-write SS reports it is on target for July at this stage SS ongoing 5min</p>																				
5.	<p>Registration progress report AMS SCRuM 10 min</p> <p>Word on the street is some perceive teams to be full, reference to that in booking blurb to be removed for the time being</p> <p>Recruitment report KO/RB</p> <ul style="list-style-type: none"> o Inquiries 15 families referred to governors <p>Action KO to five contact details to governors to ensure they follow through</p> <ul style="list-style-type: none"> o Flyers & Any additional advertising to be reviewed next month o GCA: games details and poster sent by BW for inclusion in coming newsletter <p>Comms/Marketing Report BW</p> <p>BW to put out facebook draft for captains in next 2 weeks</p> <p>Northshore times have shown interest</p> <p>End of June to distribute information to Tennis Club, Sailing Club, & Sports club</p>																				
	<p>T shirts and Hats -AMS on behalf Fiona Ell</p> <table border="1"> <thead> <tr> <th>Order date</th> <th>anticipated delivery</th> <th>t Shirts</th> <th>Hats</th> </tr> </thead> <tbody> <tr> <td>30th sept</td> <td>15th oct</td> <td>\$18</td> <td>\$10</td> </tr> <tr> <td>13th Nov</td> <td>1st dec</td> <td>\$22</td> <td>\$12.50</td> </tr> <tr> <td colspan="2">Income to date:</td> <td>439</td> <td>266</td> </tr> <tr> <td colspan="2"></td> <td>\$ 7902</td> <td>\$2660</td> </tr> </tbody> </table> <p>Profit from hats to go to teams</p> <p>Flags to be organized by teams</p>	Order date	anticipated delivery	t Shirts	Hats	30 th sept	15 th oct	\$18	\$10	13 th Nov	1 st dec	\$22	\$12.50	Income to date:		439	266			\$ 7902	\$2660
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6.	<p>Finance Craig Stafford</p> <p>Current cash balance \$10K + \$37K Trybooking</p> <p>Budget process progressing</p> <p>New items include, Movable fencing (plastic cattle fencing)</p> <p>Action: LS to chase pool for confirmation and quotes</p>																				

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	New signatories to be presented to CBA : President – Alexander Calder, Deputy President- Michael Armarti, Secretary – Lynne Spencer
7.	<p>Revue Costs: 2012 :11K Current quotes \$14,300 audio and lighting \$ 1,500 stage manager</p> <p>APRA license (performing arts copyright) investigated by LS and will be applied for when bank account active \$82.50</p> <p>Word for the Revue will be released by President August 2016 so that it is topical rehearsal spaces (LS) Confirmed: Hub, Senior Citizens, Preschool Following Up: St Giles, Presbyterian Hall</p>
	<p>Catering and Transport Anna-Lise Sewell presented plans to date: Confirmed Bar Coco 2 vans (one at each end of the oval) Bern the Chef Selda Golemez GPS P&C to run BBQ Yet to be approached are the Café's on Greenwich Road. Provision of food to OC to be reviewed last time \$400, better value could have been achieved. Sandy suggested Anna-Lise look into a bar</p>
8.	Additional fundraising opportunity – Election day cake stall and sausage sizzle, Heroes and Governators keen, any other teams interested contact LS, ASAP
9.	<p>Insurance, Risk Waivers & privacy & LCC Liaison Sub Committee headed by Sandy Calder & Craig Stafford looking at Risk</p> <ol style="list-style-type: none"> i Review council cover ii Identify risks not covered by LCC cover (weather, physical, medical, Financial, Management, Drugs/alcohol) iii Prepare report including risks identified in handbook iv Prepare formal response strategy (action plan, Communications, contacts) v Review WH&S risk flow back to the committee <p>a first cut of risks has been prepared and circulated by SC</p> <p>Action: (SC) Continuous review</p>
10.	Work through recommendations in GVGOC 2012 Final Report
11.	<p>Other Business GCA would like a bit of cross promotion, perhaps team captain could promote that they are currently taking annual subs. The GCA are one of the things that help make our community special. Contact Michael Ryland for further details</p>
12.	Date of Next Meeting - Tuesday 19th July
Close	

