

HMAS CANBERRA HMAS SHROPSHIRE Association (WA Division) Inc

**Minutes of Committee Meeting conducted on Saturday 16 February 2013.**

1. The monthly meeting of the HMAS CANBERRA HMAS SHROPSHIRE Association WA Division was held at the Fremantle Navy Club, High St, Fremantle WA
2. Apologies were accepted for the following personnel were unable to attend the meeting:
* Theresa Blackman
* Jason Lindford
* Lee Webster (Attending HMAS CANBERRA 3 Naming ceremony)
* Dave Shine (Attending HMAS CANBERRA 3 Naming ceremony)
* Ernie Rudland (Attending HMAS CANBERRA 3 Naming ceremony)
1. The following personnel attended the Meeting:
* Wade Green
* Greg Brumby
* Bill Kynaston
* Peter Reed
* Jack Gallagher
* Tom Gangin
* Jarrad Oliffe
* Michael Davis
* Grant Pilgrim
* Robert Hann
* Alistair Daish
* Tony Robinson
1. The Meeting Agenda
* Minutes from previous meeting
* Financial Status
* Setup and Operation of BankWest Business Account
* AGM Date
* Application for DVA grant
* Proposal for new Association Banner
* Christmas Function
* New Business
1. Wade Green opened the meeting at 11:00 and welcomed all attendees. A review of the previous minutes was held and the minutes were accepted by the members present.
2. A brief on the current association financial status was provided by Greg Brumby with a total of $900.00 now held by the treasurer. Monies collected to date are from membership fees. A total outstanding debt of $638.00 remains outstanding to Lee Webster to cover association set up costs. The intention is to repay Lee once enough money has been collected. Greg mentioned that Bank West still hadn’t set up the online banking facilities or sent out any account documentation. Greg and Wade will chase this up and discuss it with Lee.
3. Wade discussed the attendance at the HMAS CANBERRA Naming Ceremony by Lee Webster, Dave Shine and Ernie Rudland. Lee has posted a number of photo’s of the ceremony on Facebook and it was also noted that the association was mentioned by the Prime Minister Julia Gillard at the ceremony during her address to the attendees which may result in an increased awareness of the association.

8. The Association Annual General Meeting was discussed and Wade made a point of discussing this with Lee upon his return. Wade stated that the AGM should be held in the next couple of months to ensure we follow the Association protocols. Once a date has been set all members would be informed and the website will be updated with the details. Wade was of the opinion that an AGM should probably be held prior to ANZAC Day.

9. A discussion on membership applications was conducted with a number of people wanting copies of the Membership Form. Although no membership forms were available at the meeting Greg Brumby gathered the names and email addresses of people requiring forms and said he would email them out on the afternoon of 16 Feb 13.

10. Peter Reed asked if a schedule of Association events was available. Wade said no formal schedule had been put together but the current plan is for the Association to march on ANZAC Day and also to hold the annual memorial service at Kings Park in August. Wade said he would discuss this with Lee on his return and work out a way to produce a formal schedule of events. Wade also stated that suggestions for social events would be welcome.

11. Wade discussed the intention to apply for a DVA grant for funding to assist with association running costs. To date the application for a DVA grant had not progressed very far but Wade mentioned that Lee had made contact with someone from DVA. It was highlighted that Barry Chalk an association member worked for DVA so the association may be able to use his knowledge of DVA processes to assist with the grant application.

12. Members asked what the intention was for ANZAC Day this year, Wade explained that we had not made formal plans but it would most likely be similar to last year where the association would march with the banner in Perth. Wade will discuss this with Lee upon his return and planning for the day will commence.

13. Grant Pilgrim attended the meeting and was interested in joining the association. Greg Brumby will email a membership form to him.

14. Bill Kynaston and Jack Gallagher donated a number of old HMAS CANBERRA/SHROPSHIRE association newsletters that may contain articles of interest to new members. Wade has the newsletters and will show them to Lee with a view to scan any items of interest and display them on the website.

**New Business**

15. The Membership spreadsheet requires updating, Greg and Wade discussed the need to have a single copy of the spreadsheet in order to avoid missing membership details and to properly account for who had paid and who hadn’t to ensure the books provide an accurate reflection of the association membership.

16. The meeting was closed at 11:30

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| Wade Green |
| Vice President |
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