

Agenda Meeting 13 Oct.2003.

(person at door to direct people to table)

10.00 am 1. Welcome Introduce new members

" Visitors

Apologies

Motion to accept new members M....S.....

2. Presidents report includes secretary Doug Hayne o./s till 24/10/03
(reference excellent newsletter ...still being mailed full of news & info.

3.Terry Pearlgood has agreed to be welfare Officer M....S....

4a Treasurer's Report to include items b & c following.

b.. Have ordered from Probus 50 Copies of the Spring & Summer Issues of the
Probus news.Members Please take 1 copy per family. Cost \$100.00

* c.. Paid our comprehensive & administration fees to Probus based on 82 members
@ \$3.20 / member less 60% cost \$104.96
Accounts approved for payment M....S..

5. John Mugridge to report on Venue/ cost/ date. ✓

6. Constitution & By-laws).(hold up examples and explain) ✓

7. Yvonne Shembray re lunch Manningham (explain for visitors cost \$9.50 ea.) ✓

10.30am. Fellowship Break. Make visitors welcome. Pay for trips. ✓

11.00am. Guest Speaker Gwen Young to introduce Mr.Kosta Kostoski ✓

Question Vote of thanks & presentation. ✓

Date next meeting 10 November. Name tags please leave if not attending lunch. ✓

Apologies

Norma Green.

Would appreciate members
who would like to be to
be more that to report
be accepted please

Who would like to second
this motion.

All that \$23

14 Nov.

\$20. deposit

\$36.00 Dinner Share

36
12
30
52

Probus Club of TemplestoweValley

Minutes of the Meeting of the Club

Held at the Community Centre, Ted Ajani Reserve, Thompsons Road,

Templestowe

On Monday, 13 October 2003 at 10am

1. The President, Kerry McInerney, took the Chair.

2. **Attendance:**

Eighty people, consisting of 72 members, six visitors, a speaker and his
Projectionist, made up the meeting.

Apologies- Fifteen - Robert Anderson, Don Boyd, Helga Braun, Ray Cooper, Jim Douglas, Mary Gault, Doug Gibson, Norma Green, Noel Hatton, Doug and Elaine Hayne, Lyn Paice, Beverley McDowell, Yvonne and Tony Shembrey.

3. **Welcome:**

The President welcomed the members and prospective members, as well as the visitors.

4. **New Members:**

The President read the names of the fifteen prospective new members: Pat Ajani, Mary Amarego, Ross and Judy Chapman, Maureen Dubock, Laurene Eames, Norma. Green, Ann Jewel, Ron and Lynette McBain, Dorothy Macaulay, John and Val Reid, Val Sigg, and Pamela Young, who were accepted into the club by acclamation of the members present,

5. **Reports**

5.1 Treasurer's Report:

The Treasurer presented her report: Cash in bank \$2547.69 - full report attached, which was accepted by the meeting on a **motion** from Patricia McInerney, **seconded** by Terry Pearlgood.

5.2 Secretary's Report:

There was no Secretary's Report, as the Secretary and his wife were holidaying overseas.

5.3 Vice President's Report on the Meeting of the Probus Clubs of Manningham:

The Vice President reported that four of the Committee had attended the quarterly meeting of the Probus Clubs of Manningham. Our representatives were favourably impressed by the breadth of activities of the 16 other clubs and the calibre of speakers they engaged to address their club meetings. Our club was welcomed as the most recent to be formed in the area. We presented a short verbal report on the Club's achievements so far and made several important individual contacts in other clubs in the district.

6. GENERAL BUSINESS:

6.1 Incorporation:

The President explained that the Committee had met following the last Club Meeting and, among other things, examined the Minute Book of Club Meetings, This revealed that at the Inaugural (or Foundation) Meeting the Club had in fact adopted the standard Probus Constitution and the recommended Probus By-Laws.

The task that remained to be completed was to secure Incorporation for the Club, he said. With a copy of the standard Probus Constitution and recommended Probus By-Laws in hand, the President read out the words, numbers and phrases pertinent to this Club and necessary to complete these documents to the satisfaction of Probus South Pacific, and the Department of Consumer Affairs, Victoria from whom we are seeking Incorporation

(see the following Appendices.

- Attachment to the Minutes of Meeting held on Monday, 13 October 2003.
- Exhibit "A" - Copy of "*blank*" standard Probus Constitution and recommended By-Laws
- Exhibit "B" - Copy of same form filled in and pertinent to this Club).

He then called on the Minute Secretary to read to the meeting the motion from the Inaugural Minutes regarding the Club's adoption of the standard Probus Constitution and recommended By-Laws. He then asked the Minute Secretary to read out the two duplicating motions passed in error at the last Club Meeting. This having been done, he put it to the meeting that a rescinding motion was needed to expunge the two duplicating motions from the books. The Minute Secretary obliged with the following motion;

"That the motions referring to the Constitution, By- Laws Model Rules passed at the Club Meeting on Monday, 8 September, one month ago, be rescinded forthwith."

seconded Leon McGree. Carried.

Following a call from the President for a motion to accept the additions he had outlined in respect to the Constitution and the By-Laws (notwithstanding that the two documents share the same form), the Minute Secretary obliged with the following motion

"That the additions to the Constitution and By-Laws, as set out at this meeting be adopted

seconded Elaine Dodds. Carried.

6.2 Membership Reserved for Spouses:

In response to a question about the places being kept on hold for spouses not yet retired from the workform or able to join the Club immediately, the President

stated that with an upper limit of 120 member places, the last 20 were, within reason, being reserved for this purpose. With the paid-up membership now standing at 94, the next meeting could close off the membership. *Note; It should be made clear to members that visitors are able to join outings and functions where these are not fully subscribed to by members.*

6.3 Christmas Lunch:

The President informed the members that we had been unable to secure a booking with Eastern Golf Club for our Christmas function on 8 December. He called on John Mugridge to tell the meeting of the substitute arrangements: John informed the meeting that the new venue was the Yarra Valley Country Club and at less than half the cost of the earlier venue (\$12 as against \$26). As previously arranged, we would conduct a regular meeting minus a speaker and move on to the YVCC thereafter. Payment will be required by next month's Club meeting, 10 November.

6.4 Activities Groups:

The President reminded members that payment was due this day for the Maldon trip, the concert All that Jazz, and for the visit to the Johnston Collection.

6.5 Formalisation of Two Office-Bearer Positions:

The President requested the meeting to endorse the recommendations of the Committee for two positions it had put forward at earlier Club Meetings. They were:

- Doug Hayne - Public Officer: **moved** Daryl Knight, **seconded** Gwen Young, Carried
- Terry Pearlgood - Welfare Officer: **moved** Daryl Knight, **seconded** John Mugridge. Carried.

6.6 January Meeting:

The President indicated that the Committee had accepted the kind offer of two members to organise and conduct a barbecue at this location for the January Meeting (12 Jan 2004).

6. Lunch Today:

A head count was taken - 52 will attend.

7. FELLOWSHIP BREAK:

The meeting broke for refreshments and fellowship, many taking the opportunity to register with Activities Leaders their interest in the activities scheduled.

8. SPEAKER:

Gwen Young then introduced the speaker, Mr Kosta Kostoski. Mr Kostoski told us about the way his business had expanded from the restoration of furniture to the refurbishment and resale of surplus government furniture and fittings purchased in bulk from Vic Rail and the State Library. His clients are private and corporate decorators, interior designers, film companies and museums. He presented interesting overhead-projector images of the items traded: from tea-room tables to ticket boxes, many in huon pine, Queensland maple, cedar, kauri, and Tasmanian blackwood. He described himself as a businessman with a passion for resources recycling.

8.1 Thanks to Speaker:

John Mugridge thanked Kostas Kostoski for his address and presented him (and his assistant) with a bottle of wine.

9. NEXT MEETING AND CLOSING REMARKS:

The President reminded members that the next Club meeting is Monday, 10 November. He then thanked the members for their attendance, reminded people to return their name badges to John Mugridge if not attending the lunch but to retain them for that occasion if attending.

10. CLOSE:

The meeting closed on time at noon; lunch at Manningham Club completed the function.

President.....

Note: Appended are:

- *Treasurer's Report*
- *Attachment to the Minutes*
- *Exhibit "A"*
- *Exhibit "B"*

Templestowe Valley Probus Club

TREASURER'S REPORT

Meeting held on Monday October 13 2003

Bank Account	Forward	\$2,510.61
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Deposit

Joining Fees	\$ 200.00
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Membership Fees	\$ 200.00
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Door	\$ 118.00
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Interest	1.58
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Total Credits	<u>\$ 3,030.19</u>
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Withdrawals

BAD Tax	...30
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Petty Cash	\$ 150.00
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Hall rental	\$ 55.00
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Newsletter expenses	\$ 62.82
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Refreshments	\$ 9.42
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Probus Comprehensive Insurance	\$ 104.96
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RDU – Probus News	\$ 100.00
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Total Debits	\$ 482.50
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Total held at Bank	\$2,547.69
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Paid up members = 84

Attachment to the Minutes of Meeting held on Monday 13th October 2003, re Constitution and By-Laws.

1. At the Foundation meeting held on 12th June 2003, the following items were adopted in respect to the above;

- (a) the Standard Probus Constitution and recommended Probus By-laws (see exhibit "A")
- (b) the Joining Fee be \$20.00 and the Annual Subscription be \$20.00.
- (c) All future meetings of the Probus Club of Templestowe Valley Combined to be held on the second Monday of each month at 10.00am. at the Bulleen and Templestowe Community Centre, Thompsons Road, Lower Templestowe.
- (d) the attendees at the next meeting to be held on the 14th July 2003, would become Foundation Members, subject to their payment of dues.
- (e) Morning Tea charge per person per meeting was set at \$1.00.

2. At the meeting held on 14th July 2003, the new committee was as follows;

- (a) Kerry McInerney President
Margaret Cornell Vice-President
Doug Hayne Secretary and News letter Editor.
Lorraine Cooper Treasurer
Peter Fishley Minute Taker
Gwen Young Guest Speaker Officer
John Mugridge Committee Officer
- (b) The Morning Tea levy was amended to \$2.00 per person per meeting, due to the Council increase in Hall rental for the meetings.

3. At the meeting held on the 13th October 2003, the Following By-laws were adopted; (Refer exhibit "B")

- (a) Name of Club.
Probus Club of Templestowe Valley Combined
- (b) Article 1 Territory
The City of Manningham and adjoining Municipalities.
- (c) Article 2 Membership.
Ceiling of 120 Members
- (d) Article 3 Management.
"1 vice president, secretary, treasurer, and 4 committee members "as follows ;
as shown above at item 2 and including Terry Pearlgood as Welfare Officer.
- (e) Article 5 Financial Year..
....."shall begin on 1st February and end on 31st ~~March~~ *JANUARY*
- (f) Article 6 Meetings.
 - (a) General Meetings.....Second Monday of Each Month commencing at 10.00am.
 - (b) The Annual General Meeting shall be held in March.....
- (g) Article 7 Accounts.
An income and expenditure account.....31st January.....
- (h) Article 8 Subscriptions.
The annual subscription.....\$20.00 , plus a Joining Fee of \$20.00.....

4. Also at this same meeting the following appointments were approved;

- (a) Doug Hayne as Public Officer and
- (b) Terry Pearlgood as Welfare Officer.

Handwritten signatures and initials are present on the right side of the page. There is a large, stylized signature that appears to be 'Terry Pearlgood' and another signature below it. There are also some initials and marks, including a large '12' and some scribbles.

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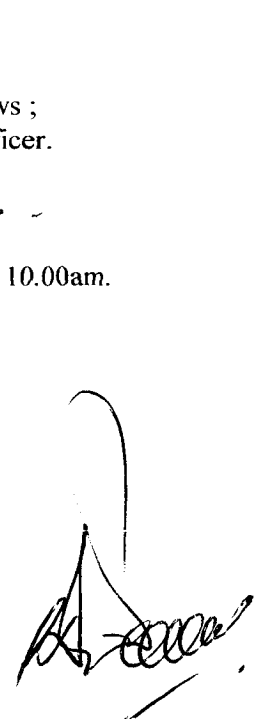
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4. Also at this same meeting the following appointments were approved;

- (a) Doug Hayne as Public Officer and
- (b) Terry Pearlgood as Welfare Officer.



Supplementary Notes Meeting 13/10/03 Re Constitution & By-Laws.

At our inaugural meeting on the 12/6/2003, The "Provisional" Probus Club of Templestowe Valley adopted the Standard Probus Club Constitution and the recommended Probus Club By-laws.

This was a "Blank" 4 page handout supplied to the Foundation members at this meeting, & subsequently made available to new members. (HOLD UP COPY FOR ALL TO SEE).

These were the basic rules for operating a Probus Club as recommended by Probus H.O.

The Probus Club handbook, pages 1 & 2 states; "The Constitution"

It then goes on to say this about Incorporated Clubs; "Incorporated Clubs"

(READ FROM HANDBOOK)

At this point in time we are not yet incorporated, as we did not have a Public Officer. Doug Hayne has agreed at the September meeting to be the Public Officer, and upon his return from overseas on the 24th. Oct. the committee will put its recommendations to you for acceptance, so that we can submit these Rules to Corporate Affairs for their acceptance, which will then make us an Incorporated Club, and so protect the members for Personal Liability for debts of the club. B

Motion to accept Doug. Moved..... Seconded..... (not formalised in Sept. Meeting)

At the last meeting in September, a further motion was passed accepting what had been previously agreed to in respect to the "Basic" constitution and by-laws, and this led to some confusion as some fundamental items had not been clearly spelled out to the members. Accordingly the committee at our last meeting held on the 18/9/03 have now identified these 'gaps' and make the following recommendations for acceptance.

1. Name of Club

4. Financial year. Beats club 31 January 04.
Club year ends 31/3/04

2. Territory

5. Annual General Meeting from Election of office. Beavers March

3. Membership Ceiling

6. Accounts Fees due by 31st March each year.

Note. 1. As we were only started in June, we only get 9 months for our money.

" 2. We have already amended our morning tea amount under By-laws from \$1.00 to \$2.00 Val. -
\$1.00 difference

Moved..... Seconded.....

We may still have some further recommendation re By-laws, and these can be amended by a majority of members at any time.. There shall not be more than one time life member at any

Once we have the paperwork lined up for the Model rules, we shall put these to you for acceptance prior to submitting them to Corporate Affairs. * That are model rules constitution *

Upon acceptance by Corporate Affairs we will become an Incorporated Club.

We do not anticipate making changes to the model rules. The only possible change will be to change the name & address of the Public Officer.

I will leave an example of our marked up Constitution and By-laws on the table for anyone to peruse.

By Laws Election of office bearers shall be held before the end of March in each year (March Meeting elections)

Kew Murray advised these details (committee meeting)

Robins Club Books of Account will be closed on 31 January 04.

Kew Murray
Robins Club Council
Council