



MILLINERY AUSTRALIA

## Members Meeting Minutes

**HELD: Wednesday, 28<sup>th</sup> August 2024**

**7.30pm AEST (Melb/Syd)**

Time	Item
19:30	<p><b>1. Welcome - Secretary</b></p> <p>In addition to the usual Welcome, the following was also read:</p> <p>Before we now proceed with the formal agenda, I wanted to address last month's meeting and clear the air.</p> <p>Firstly, I need to say, what is done is done. There have been many discussions, phone calls and emails regarding last month's meeting, and consequent resignations. The impact on those left on the Committee has been significant, and I think it is fair to say that this has given all members an opportunity to reflect on how our meetings are conducted, and what we value as an Association. While our meetings are run to an agenda, we encourage an open-forum dialogue amongst members.</p> <p>I remind members that all those who choose to step up in to Committee or sub-committee roles are volunteering on your behalf, to support you as members, and to make your Association better. Decisions made by committee and sub-committee members are always made with the best of intentions, and should be taken as such. So, let us move forward in a positive manner for the balance of the 2024 year.</p>
	<p><b>2. Nomination of Meeting Chair</b></p> <p>Rule 46 (2)(a) – where the President and Vice-President are absent, the Chairperson of the meeting is a member elected by the other members present at the meeting.</p> <p>The Secretary calls on members present at the meeting to elect a Chairperson for the meeting by a show of hands, and that the elected person (named), be welcomed as the Chair of the Meeting.</p> <p><b>Nomination:</b> Sandy Forrester nominated Secretary, Kathy Campbell <b>Second:</b> Delphine Nicholson</p>
	<p><b>3. Apologies</b></p> <p>Margaret Keeble, Louise Macdonald, Cynthia Jones-Bryson, Elaine Mergard, Fiona Eichler, Mart McCann, Catherine Kelly, Kathleen Watson, Elizabeth Hemsley, Gillian Andrew, Christine Waring, Catherine Storm, Sue Younis</p>
	<p><b>4. Passing July 2024 Meeting Minutes</b></p> <p><b>Motion:</b> to Approve the July Meeting Minutes (Secretary) <b>Second:</b> Mary Mohr</p>

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	<p><b>5. Treasurer Reports</b>            5.1 Financial Reports - P&amp;L, Balance Sheet, Bank Account</p> <p><b>Motion:</b> to Approve Financial Reports &amp; Ratify Payments made by the Committee (Treasurer)  <b>Second:</b> Linda Ford</p>
	<p><b>6. Secretary Report</b></p> <p>6.1 <b>Instagram</b> – confirmed that images have been unarchived back in to Instagram. If anyone believes that a particular image is missing, please get in touch.</p> <p>6.2 <b>Melbourne Cup Photography</b> – confirmed that Richard Shaw Melbourne Cup photography will be happening. Richard is offering 3 finished/ retouched image + a single portrait of member/ client/ model. Cost is \$30 per ticket. Email details and ticket booking is forthcoming.</p> <p>6.3 <b>Melbourne Cup Week Function</b> – confirmed for Friday 8<sup>th</sup> November @ The Bank on Collins – 6-9pm, 2 drinks and hot/cold canapes included. Cost is \$35 for member sand \$45 for non-members. Email with details and ticket booking is forthcoming.</p> <p>6.4 <b>Aprons</b> – Apron orders are closed, most should now have been invoiced. Please pay your invoice promptly. Hoping to have the aprons dispatched by November.</p> <p>6.5 <b>Christmas Bauble Exchange</b> – confirmed the Jo Peterson will again be running this, with an announcement to be made in Facebook after Melbourne Cup.</p> <p>6.6 <b>Christmas Get-togethers</b> – reminder that we are asking for volunteers to organise a Christmas function in their area/ state. Could be a brunch/ lunch/ dinner/ picnic/ drinks/ high tea etc. Consider Sunday 24<sup>th</sup> November to coincide with St. Catherine’s Day.</p> <p>6.7 <b>Archiving</b> – Sandy Forrester confirmed that we have signed an agreement with Archivist (Nicole Theodore) to commence the first stage of the archiving of the physical materials we have, which is the cataloguing and storage of the items. She reminded everyone that if they have anything, they should send it to Sandy or Michele Cameron.</p> <p>6.8 <b>Special General Meeting</b> – confirmed that an SGM will be held prior to the September Member’s meeting. Meeting documents will be emailed to the Members no later than Monday, 2<sup>nd</sup> September, 2024.</p>
	<p><b>7. Social Media</b>            JMW reminded us to keep using #millineryaustralia so he can post to stories. He is keeping up with great work started by Jo Ramsay. He will be posting content up to November.</p>
	<p><b>8. General Business</b>            Open to Members</p> <ul style="list-style-type: none"> <li>▪ Georgia Skelton - raised the question of the decision to offer prize vouchers for spending with the Associates of the association rather than cash. Why was this decision made? Was there any conflict of interest in this decision in light of Reg 66 of the Rules? KC asked for the questions</li> </ul>

Time	Item
	<p>to be put in an email and will look in to it. Reply will be given at the September meeting.</p> <ul style="list-style-type: none"> <li>▪ Rachael Hart suggested that the monthly reports should identify the supplier and prize winner name for the prize voucher payments. MM confirmed that this is reflected in Xero, but not in the column of information selected for the Reports. MM will work out how this can be amended.</li>   <li>▪ Sarah Mensforth - asked who were the members now comprising the Committee. Confirmed as: Kathryn Campbell (Sec), Mary Mohr (Treasurer), Jane Moy, Cynthia Jones- Bryson and John Westwood-Hill</li>   <li>▪ General discussion regarding committee roles, time commitments and stepping up for the Committee for 2025: <ul style="list-style-type: none"> <li>○ MM confirmed that she will not be standing again for Treasure for 2025.</li> <li>○ Time commitment is definitely a personal thing. Important to volunteer in a capacity where you are comfortable, and maybe skilled.</li> <li>○ Every year's Committee and Committee objectives/ goals are different YOY. Not all events have to be run every year.</li> <li>○ Committee membership is a great way to get to know people.</li> <li>○ Inclusion of general position descriptions in the AGM documents. (G-Drive has some these, which may need tweaking). At the end of the day, the job is what you make it.</li> <li>○ Lisa Watt spoke of an existing Social Media Policy doc she developed which is on the G-Drive, which will need updating.</li> <li>○ G-Drive needs cleaning up. It is a mess and very difficult to find anything. KC suggests we need someone dedicated to cleaning this up and sorting protocols for the saving of documents/ information going forward. JWH confirmed that he will stepping down from the committee at the end of the year, but would be happy to be involved in a G-Drive clean-up.</li> </ul> </li> </ul>
	<p><b>9. Next Meeting</b>  Tuesday, 24<sup>th</sup> September, 7.30PM AEST</p>
20:53	<p><b>10. Meeting Close</b></p>