

Go! Highlands
A community association of the Central Highlands

General Meeting
Tuesday 6th February 2007
Resource Centre, Hamilton - 6.00pm

MINUTES

1. **Present:** Charlotte Pitt, Philip Pitt, Tracey Turale, Andrew Benson, Lana Benson, Anita Campbell, Mary Downie, Micheal Parsons, Letitia Dillion, Tamara Branch

2. **Apologies:** Richard Downie, Maree Krause, Cheryl McIntosh, Matthew Pitt, Wayne Turale

3. **Confirmation of Previous Minutes:**

Motion: That the Minutes of the meeting held at the Hamilton Inn, Hamilton on 5th December 2006 be accepted as a true and accurate record of proceedings.

Moved: Anita Campbell **Seconded:** Andrew Benson **CARRIED**

4. **Business Arising:**
Bothwell Mothers Group – Date set for Monday 26th February, 7.00pm at Castle Hotel

Logo for Go! Highlands – Meeting resolved that Mary Downie, Tracey Turale, Lana Benson to speak with Simon Josey and progress logo.

5. **Correspondence:**

5.1 **Out**

Bus Project

Request for sponsorship letters re Bus Project:

- Saltas
- Forestry Tasmania
- Gunns Limited
- Wayatinah Sport & Social Club
- Lions Club of Bothwell
- Mission Australia
- Bradys Fire Brigade
- Norske Skog (email)

B-RICH Suicide Prevention Project

- Application for Professional Liability & Workers Compensation Insurance – OAMPS
- Department of Health & Ageing – B-RICH Suicide Prevention Project – Tax Invoice for first payment of \$13,420.00

5.2 **In**

- Department of Health and Human Services Tasmania – remittance advice
- Minister for Education advising of success with ACE Grants Program grant application

- Minister for Community Development advising of success with Women's Development Small Grant Program grant application
- Women Tasmania grant information
- Bank statement
- Central Highlands Council, Bothwell Pool Committee – thankyou for Bothwell Fun day
- Cheque book for Go! Highlands Inc. second account
- Institute of TAFE Tasmania – Strictly Boardroom: Running your Non-Profit Organisation the Professional Way. *Meeting resolved that this governance training would be valuable for members and community members to do. Mary Downie to ascertain if course could run in Central Highland.*

Bus Project

- Michael Polley – Speaker of the House of Assembly – confirmation re money for bus (\$7,500.00)
- Hydro Tasmania declining request for sponsorship for bus

B-RICH Suicide Prevention Project

- Davies Brothers Limited – Account for advertising Suicide Prevention Project Worker
- Highlands Digest - Account for advertising Suicide Prevention Project Worker
- Department of Health & Ageing – B-RICH Suicide Prevention Project – Funding Agreement
- OAMPS – Insurance Policy / Account
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6. Treasurers Report:

6.1 Report: The Treasurers written report was tabled in her absence.

Motion: That the Treasurers Report be accepted.

Moved: Andrew Benson **Seconded:** Philip Pitt **CARRIED**

6.2 Andrew Benson asked if Go! Highlands Inc was solvent at 05.02.07 which was positively confirmed that we are solvent in the Treasurers report.

6.3 Necessary for Income and Expenditure on each grant to be set up by Treasurer.

6.4 It is necessary that all income and expenditure be receipted for audit purposes.

6.5 MYOB – Tracey Turale to purchase software through her contact.

6.6 Island State Credit Union Bank Account –

- Follow up that National Suicide Prevention Project (NSPP) money has been correctly transferred to second account.
- Meeting resolved to continue banking with ISCU after discussing teething issues that had arisen. We felt it was important to build the relationship and *Mary Downie will write to invite Bank Manager to our next meeting.*

6.7 Audit

Motion: That Rob McCrossen has accepted to be auditor for Go!Highlands Inc. in its inaugural year.

Moved: Phillip Pitt **Seconded:** Tracey Turale **CARRIED**

- Rob McCrossen will need to have financial books for Go! Highlands audit at end of December.
- National Suicide Prevention Project audit will be at the end of June.
- Andrew Benson spoke on the need to change accounts as spoken about in 6.3 and to bring to next meeting for acceptance and then send books to audit.

7. General business

7.1 Go! Highlands Inc.

7.1.1 New Members – none to report

7.1.2 Website

- Andrew Benson responded to Simon Josey's request for members to express interest in furthering web site and has heard nothing over holiday period.
- Launch of website to be by the end of March 2007

7.1.3 Partnership agreements or memorandums of understanding (MOU)

- *Tracey Turale will compile a draft agreement and bring to next meeting.* These agreements will create tangible links with Go! Highlands Inc. and other organisations that we deal with.

7.1.4 Annual General Meeting and meeting day

- Meeting resolved that meetings should change to the 3rd Tuesday of the month to enable us to report future events in Digest rather than past events.
- AGM of Go! Highlands will be 20th March 2007 6.00pm at Hamilton Resource Centre and will be followed by General Meeting.
- Invites to AGM to be sent to all subscribers. *Mary Downie, Tracey Turale, Lana Benson to progress.*
- Executive meeting to be held 20th February 2007 at Resource Centre, Hamilton, 6.00pm

7.1.5 Authorization to sign legal documents by member not minuted

Motion: That the President, Vice President and the Public Officer be authorised to sign legal documents where no seal is required and were a seal is required the same committee members as stated above are authorized to sign. (Refer to section 36 of the Objects and Articled of the Association of Go! Highlands Inc.)

Moved: Phillip Pitt **Seconded:** Anita Campbell

Michael Parsons to liaise with Tamara Branch to organise a seal for Go! Highlands Inc.

7.2 Project Report

Health Promotion – Summer Holiday Fun Project \$1360.18

- Mary Downie and Anita Campbell reported on the success of this project with 50 people attending each fun day.
- Photos of the events to be passed to Mary Downie to keep on file and for final report.
- Remaining funds to be paid to NRM for venue hire.
- Grant acquittal to be prepared for next meeting.

Office of Youth Affairs Grant - \$2200.00 –

- Transition program for High School students at Ouse and Bothwell to begin when school resumes.

Women’s Development Grant - \$950.00 and Go Gretna Girls auspice by Go! Highlands - \$1100.00 –

- Money will be received on the 9th March.

Community Support Levy Charitable Organisation Grants program Small Grants - ideas for possible application – closes on the 3rd March 2007

- Ideas for a funding application under this program were, service directory, Arts production, Family Planning in schools, Bothwell Mothers club

CWA Emergency Drought Aid Funds

- Suggested that the Hamilton Show Society, Lions Club and the Wayatinah social club be informed of this grant. *Mary Downie to get information to groups.*

Operation Bus Stop

- Tracey Turale spoke of the success of this operation and reported that they have raised \$27,035.00 toward the bus.
- Mary Downie thanked Tracey and Lana for the great effort and we learn never to be afraid to ask. The meeting agreed that their passion and enthusiasm for the operation has been and continues to be fantastic.

7.3 Communities for Children and Families Consortium

7.3.1 Tadpoles

- Tracey Turale reported that Mission Australia will be employing staff to run the project in the Central Highlands and will sub-contract Go! Highlands Inc. to manage the project on site. There will be a full time Parenting Hub Coordinator, Part Time (25 h/w) Mobile Play Group Coordinator and Part Time (15 h/w) Administrative Assistant. These staff will work from Ouse High School and Outreach to other areas. Tracey will oversee the project and report to Mission Australia as required in the contract (yet to be sighted).

7.4 Community Connections

Grants - *National Suicide Prevention Strategy \$47300.00*

- Tracey Turale reported that a project Worker (Angela Cooper from Hamilton) has been employed by Go! Highlands Inc. to coordinate this project eight hours per week and will work closely with the Regional Health Service.

Community Audit

- Process of collecting information will be incorporated in funded projects as part of data collected

7.5 Policies and Strategies

- Sub – committees – *Andrew Benson to bring to next meeting*
- Event management checklist – *Andrew Benson to bring to next meeting.*

7.6 Communication

- Letter to Michael Polley reporting on latest progress and success's with Go! Highlands Inc.

8. Other Business:

- Charlotte Pitt congratulated Tracey Turale and Lana Benson on their great work with all the projects.
- Media Liaison Officer – suggested that Wayne Turale would be happy to fulfil this role.
- Secretary – due to secretaries health issues it was felt that someone needed to be appointed to support her in this role.

9. Next Meeting:

20th February Executive Meeting at Hamilton Resource Centre at 6.00pm

20th March 2007 for AGM and to follow with General Meeting
at Hamilton Resource Centre at 6.00pm

10. Meeting Closed: 8.15pm