

F A M E
MINUTES
BOARD MEETING OF THE GOVERNORS
Thursday 17 October 2019
City of Tea Tree Gully
571 Montague Road, Modbury

1. Attendance

1.1 Present

Rod Ellis (Chair)
Madeleine Bekavac
Phillip Burton
Ben Clark
Andrew Craig
Chris Haskas
John Hutton – via conference call
Kathryn Johnson - via conference call

1.2 Apologies

Jan Cornish
Rita Excell
James Mitchell - observer
Megan Woodward

1.3 Absent

Nil

1.4 In attendance:

Minutes: Julie Kerr

2. Declaration of Interests

Nil

3. Confirmation of Minutes

3.1 Minutes to be adopted:

FAME Board Meeting held on August 22, 2019

Moved: Andrew Craig

Seconded: Phil Burton

It was resolved:

That the minutes of the FAME Board meeting held on August 22, 2019 be accepted as a true and correct record.

CARRIED

4. Items for decision

4.1 IPWC 2021

There was discussion of the contract, and its requirements for the host division, particularly the \$20000 payment for service to the division. It was agreed that the EM meet with Patricia Coonan to estimate the paid hours of work required to meet division obligations, with consideration to be given to maximizing tasks to be undertaken by volunteers. The

recommendation to approve the agreement and any conditions is to come back to the Board by Friday November 1 with a decision to be made out of session via email in order to not hold up progress in planning.

Moved: Ben Clark

Seconded: Phil Burton

It was resolved:

That Rod Ellis be the Chair of the local IPWC committee, Ben Clark and the EM also be committee members, with additional members to be appointed after the 2019 AGM.

CARRIED

4.2 Use of FAME funds – concrete pipe defects

It was agreed that a scope or brief of work, estimating hours required and cost entailed to achieve the desired outcome, is required. The resultant training could be for managers, designers, supervisors and/or those installing concrete pipes.

Moved: Phil Burton

Seconded: Chris Haskas

It was resolved:

That the sub-committee bring to the next meeting of the Board a scope of work, outlining hours of work and funding required to achieve the desired outcome.

CARRIED

4.3 Audit report for FY 2018/19

Moved: John Hutton

Seconded: Ben Clark

It was resolved:

That the Audit report for the financial year 2018/19 be adopted.

CARRIED

5. Items for discussion

5.1 Action items

These were discussed, with agreement reached that the activities and expenditure of FAME funds proposed by the Foundation Support for Members Subcommittee be covered in the President's report in the annual report.

6. Financial Report – September 2019

The Treasurer's report as tabled was noted.

Moved: Chris Haskas

Seconded: Andrew Craig

It was resolved:

That the Board note the financial reports for September 2019

CARRIED

7 Other Business

Nil

8 Next Scheduled Meeting

The next meeting of the FAME Governors is scheduled to be held on December 6, 2019 at the Stamford Plaza Hotel

9 Meeting Close

The meeting closed at 5:25pm.

4.1 FAME Action Items – updated at the FAME Board meeting held October 17, 2019

Agenda Item	Action Reports	Date of Meeting	Responsible Party	Status
6.2	Financial analysis be conducted to confirm implications of the expenditure proposed by the Foundation Support for Members Sub-committee, with a report to come to the next Board meeting	August 22, 2019	Megan Woodward	
4.1	EM and Patricia Coonan to provide estimate of paid hours required for IPWC, with Board decision to be made out of session	October 17, 2019	EM and Patricia Coonan	
4.2	Concrete Pipe Defect Sub-committee to provide scope of work and cost estimate	October 17, 2019	Rod Ellis	Report to come to the Board's next meeting