



ITEM	ACTION BY/WHEN
<p>1 ATTENDANCE Members (16): Jessica Worrall - Chairperson Fatima Rebola Gibson - Minute Secretary Kathy Barrett-Lennard, Tamara Bianchini, Nicole Boak, Elizabeth Bradshaw, Debra Clark, Helen Collis, Annette Davis, Kay Gerard, Pam Glossop, Nerida Kickett, Patricia Kregor, Billie McCarthy, Fatima Rebola-Gibson, Tonia Swetman, Kirsten Stoney, Jessica Worrall. Guests (4): Julie Cawthray (Jessica Worrall), Catherine Kenna (Jessica Worrall), Chris Morton (Annette Davis), Bev McKelvie (Kathy Barrett-Lennard).</p>	
<p>2 WELCOME BY PRESIDENT The President Jessica Worrall, welcomed members of BPW and invited guests and noted that a number of people were unable to attend at the last minute primarily due to sickness. The BPW members introduced their guests.</p>	
<p>3 APOLOGIES (18+6): Kellie Beacham, Lisa Beaumont, Kate Bone, Jenni Griffiths, Robbie Howson, Rozana Kemp, Sarah Lehane, Meriel McGill, Valeri Pain, Fran Stanley, Kay Synnott, Monique Wheatley, Denise White, Genny White, Donna-Lee Wynne. Note 2 members did not RSVP, thanks to all those that did. Late apologies due to illnesses etc: Bridget Blackford (Jessica Worrall), Wendy Gibbons, Suzanne Hathaway, Bev Moxham, Claire Clamp (Kathy Barrett-Lennard), Tracy Dodd (Kathy Barrett-Lennard), Debbie Marsland (Kathy Barrett-Lennard), Linda O'Brien (Kathy Barrett-Lennard), Maureen Tranah (Kathy Barrett-Lennard).</p>	
<p>4 MEMBERSHIP CERTIFICATE PRESENTATION 4.1 Nerida Kickett (VPEP) reviewed the aims of BPW Pilbara and emphasised that the club was what we wanted to make of it. 4.2 A certificate of membership was presented Elizabeth Bradshaw who was welcomed to BPW Pilbara.</p>	
<p>5 CONFIRMATION OF MINUTES 5.1 The minutes of 23 April 2001 were confirmed. Moved: Kathy Barrett-Lennard, Seconded: Jessica Worrall (Post Meeting Note: Nicole Boak attempted to seconded this but was not present at the previous meeting. JW)</p>	
<p>6 MATTERS ARISING FROM MINUTES 6.1 Review of previous meeting action items. CM 2001_04/5.1: <i>Place confirmed minutes on web.</i> Item complete.</p>	
<p>7 REPORTS 7.1 President's Report Nil to report.</p>	



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<p>7.2 Secretary's Report Correspondence log (compiled by Nicole Boak) is attached to the executive minutes, please refer to website. Of note is a response from Fred Riebeling date 27 April re letter written about Female Genital Mutilation (FGM). Fred advised that he was not aware about proposed legislation or discussions on FGM and that as speaker of the Legislative Assembly he would only get a deliberative vote if the house was tied. However Fred fully supports our position and will discuss the matter with the Attorney General and will inform us when there is any movement in this area.</p>	
<p>7.3 Treasurer's Report Attached to executive minutes available on the web. Jessica advised that Lisa Beaumont reported the balance as at 14/05/2001 is \$3368.74. BPW Pilbara Membership Fees (Agenda Item 8.3 brought forward) Jessica advised that Lisa Beaumont had investigated fees and reported that: State Division Fees were not expected to increase for 2001-2002. Federal Fees were expected to rise by \$1 (due to weak AUD for international fees). Based on this the last executive meeting proposed the following:</p>	
<p>7.3.1 Motion: "The BPW Pilbara fees for the financial year of 2001-2002 remain at \$110." Moved: The Executive This motion was accepted unanimously.</p>	
<p>7.4 Vice President's Reports Nil to report.</p>	
<p>7.5 Sub Committee Reports 7.5.1 Mentoring & Networking Sub Committee</p>	
<p>Jessica Worrall reported that the Networking and Mentoring for Success workshop followed by the Mentoring in the Pilbara dinner was held on 28th April and was considered worthwhile by most of the attendants. A final financial report will be provided once the final bills have been received and paid. However current figures are that there were 56 registrants to the workshop (54 turned up) and 36 diners for the dinner occasion. The budget was prepared considering the generous presenters and sponsors and financial support from the grant that SIKD had and was based on 40 attendees to the workshop. With more attendees than anticipated it is estimated that the income from the occasion will be approximately \$1900. We have verbal confirmation that SIKD consider that this should be considered as part of BPW Pilbara revenue. Our thanks to our sponsor and especially to Robyn Henderson and Michele Kilminster Clement.</p>	
<p>Nerida Kickett advised she had to leave early and requested and received permission outline the next steps of the BPW Pilbara Mentoring Scheme (planned to be covered under Agenda Item 16).</p>	
<p>BPW Pilbara Mentoring Scheme: Nerida restated the benefits that attendants received from the weekend and that the sub committee has considered the next step forward which is to start a Mentoring Programme. Nerida presented "COUNT ME IN" a mentoring registration form and explained the details on the form. She encouraged every one to consider registering not only to be a mentoree but also a mentor.</p>	



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BPW Pilbara Mentoring Scheme continued:

As stated on the weekend a mentoring programme is primarily driven by the mentoree, however BPW Pilbara will act as the conduit to introduce people and then will survey later to ask about successes. Also worth considering is the aspect and time frame you (as a mentoree) would wish to be mentored for.

Note that the information provided on the form will be only used by BPW Pilbara and they will not provide that information to people or organisations outside of BPW Pilbara without the relevant person's consent. The form will be distributed electronically. The motto of the sub committee is the Swedish Proverb: "*When a blind person carries a lame person both go forward*".

There were some questions and answers about the scheme.

7.5.2 Funding & Sponsorship

Nil to report.

At this point it was agreed to defer the remainder of the meeting until after dinner.

8 MEAL

9 GENERAL BUSINESS

9.1 BPW Mexico – La Paz Nursing Project: CM 2001_03/8.1.1:

That donations from individual club member be collection tonight and the next Club meeting night, and forwarded directly to BPW Mexico on behalf of BPW Pilbara.

\$60 was raised last month. The \$100 will be forwarded to BPW Mexico. (Post meeting note another \$5 was donated, bringing the total to \$105. JW)

9.2 Location of Club Meetings: CM 2001_03/8.2.1:

That a sub-committee be formed to fully investigate alternative venue options considering the following:

- *exclusive use of venue*
- *a price ceiling of \$20/head (as previously approved by the club).*

Helen Collis from the sub committee read the report prepared by Kate Bone:

"1. Karratha International - All members pay \$20 and the extra goes into the club funds

(Not available on Monday Nights - Suggest Tuesday Night or alternative?

(\$17.50 per person for a menu offering 3 choices of Main Course and either soup or dessert (changes every meeting)

(No Room Charge

(Assistance with special rates for major functions throughout the year

(2 complimentary room nights per year to accommodate special guests

(Small items on a regular basis for monthly club raffles

(Drinks subsidised rates (35-40% approx) on a "self serve" basis

(Use of promotional program to promote BPW - includes radio, direct marketing and press

2. Archipelagos - All members pay \$20 and the extra goes into the club funds

(\$16.50 per person - 25 people is the minimum number for exclusive use (ie. pay for the extra and have exclusive use using the extra club funds each week if required!)



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(Buffet Style as previously provided. We can use club finds to cover the extra heads if numbers are short!

I trust this covers the best options - I have listed them in my order of preference as the KI is offering us a very good deal.

As discussed I suggest that we put it to the vote of the members via email. We would need to give 2 weeks notice to the new venue before the next meeting.”

It was agreed by all those present that the preferred option was the KI and that we should consider changing the meeting night. A quick poll was taken on availability of Tuesday, Wednesday and Thursday night. Wednesday was the preferred option (only 2 potential conflicts) while Thursday was considered unacceptable. The following action was agreed:

9.2.1 Action:

Given that the preference is to shift the location of the club meeting to the Goldfinch Room which is not available on Monday night, survey members to determine which night would be preferable.

**Jessica
Worrall**
by next
meeting

Our thanks to the sub committee for carrying out the investigation.

Jessica Worrall noted that subsequent to the April meeting, feedback was provided to the Tambrey Centre on the quality of the service (thank you Kirsten Stoney). Ian at the Tambrey has advised that they will be implementing customer service training. The service was noted as being better this month.

9.3 Sports and Recreation Breakfast

Tonia Swetman advised that Sport and Recreation WA is holding an “Active Achievers Breakfast” on Sat 2 June at 8am with support from KDCCI and BPW Pilbara. The aims are to acknowledge achievements of women in sport and hear how sport promotes teamwork , goal setting and self motivation in the workplace. Tonia has been involved on behalf of BPW Pilbara, as original discussion started with Mother and Daughter breakfast as on BPW Pilbara calender. (Note the mother and daughter breakfast may be postponed to 2002.) Flyers were provided at the tables and information will be circulated by e-mail to members. (Contact Naomi Evans at Sports and Recreation on 9185 0194 for more details).

10 ANY OTHER BUSINESS

10.1 Women serving in the Defence Forces

Tamara Bianchini raised the issue currently in the press about women serving in the front line and recommended that BPW Pilbara should take a position. The meeting was supportive and agreed the following action:

10.1.1 Action:

Review the situation of women serving in the front line of Australia’s defence forces and recommend a position to BPW Pilbara.

**Tamara
Bianchini**

10.2 Cost of evening

Fatima Rebola-Gibson raised a query about the cost of the evening which had been previously agreed to be \$20. Jessica Worrall advised that this was based on the cost of the meal including room hire at the Tambrey. This proved not to be the case and \$3 charge was removed from the fee. This was decided by the Executive and explained in the agenda and meeting of the March meeting. However it is intended to return to \$20 when meeting relocate. Refer Item 9.2.



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10.3 BPW WA Division Meeting Details

There is a Division meeting on **27 May** at Bunbury. Awards to be considered for the State Conference include one for a “Newsletter” and one for a “Promotion”. Nominations now for position on State Division, would be ideal for BPW Pilbara to field a candidate. End date **25 May**.

Agenda items also called for now, for State Division meeting in September in Geraldton. End date **20 July**.

Club reports are to be submitted by **6 July**.

We would like to see BPW Pilbara represented at this forum, please consider if you are interested.

10.4 Fines

10.4.1 Motion:

Fines (a gold coin) shall be levied for those members attending a meeting without their badge.

Moved: Helen Collis, Seconded: Debra Clark

This motion was passed.

11 VALUING SELF

During the Joan Kirner weekend, it was recognised that we need to acknowledge our personal and professional achievements and learn to promote ourselves.

No members volunteered information however refer Item 14.

12 MEETING ADMINISTRATION

New Action Items or Motions are as per 7.3.1, 9.2.1, 10.1.1.

13 NEXT MEETINGS AND OTHER DATES

Mon 18 June Club meeting
Updating your CV or Behavioural analysis e.g. Myers Briggs

Mon 16 July AGM
Annette Davis has requested Shelia McHale to talk – we will let you know!

Sun 27 May Small Boat Handling Course for Women (contact Naomi)

Sat 2 Jun 8am Active Achievers Breakfast by Sports & Recreation WA

Sun 27 May BPW Division Meeting in Bunbury

15-16 Sep BPW Division Conference in Geraldton

(We will take at least 1 car, please consider whether you would like to go now!)

14 CLOSE OF MEETING

Meeting closed at 9pm.

15 PROFESSIONAL DEVELOPMENT SESSION

5 BY 5

FIVE MEMBERS TO GIVE FIVE MINUTE PROFILES ON THEMSELVES.

Four members gave some fascinating insights into their backgrounds, interests, achievements and what they hope to get out of and give to BPW Pilbara. Our thanks to Nicole Boak, Elizabeth Bradshaw, Tamara Bianchini and Debra Clark for being so willing to share this with us.



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16 END OF EVENING

ATTACHMENTS

Provided at the meeting but not attached electronically, please contact the Secretary Valeri Pain if you would like copies:

- “Count Me In” - A Mentoring Registration Form
- “Active Achievers Breakfast” flyer
- “The North West Shelf – *An Environmental Study*”, contact Tonia Swetman
- “BPW WA Division Newsletter – May 2001 Women helping Women”
- “BPW Australia Chat Page, Issue 3 April 2001”
- “BPW Bunbury – The Bulletin, May 2001”