



# BPW - PILBARA

Australian Federation of Business and Professional Women Inc  
PO Box 1450, Karratha WA 6714  
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## Agenda of Club Meeting

7.00pm Wednesday, 19 November 2003  
Goldfinch Room, Karratha International Hotel

*Agenda items should be submitted to the Executive Committee, via the President,  
ten (10) days prior to monthly meeting.*

**NOTE:** The cost of the evening is \$23.00 for members and \$25.00 for non-members inclusive of GST. Costs cover a two-course meal, tea and coffee, and professional development session. Drinks are not included.

**MEMBERS:** Please RSVP your attendance with number of guest to Esther Schneider on 0427 384 285 (mob) or [esther.schneider@kqv.com.au](mailto:esther.schneider@kqv.com.au) by 5:00pm Friday, 14 November 2003 or Jean Burton [ejm.burton@bigpond.com](mailto:ejm.burton@bigpond.com) by 5:00 Monday 17 November 2003.

**TIMING:** Please meet for networking from 6.30pm to 7.00pm. The meeting begins at 7.00pm, with the meal following the meeting's conclusion at approximately 7.45pm. Our guest speaker or professional development session will commence at 8.30pm, to be completed by 9.15pm.

| Item | Details  | Action |
|------|--|--------|
| 1    | <b>Welcome</b>   |        |
| 2    | <b>Apologies</b>   |        |
| 3    | <b>Introduce Guests</b>  |        |
| 4    | <b>Minutes from the Previous Meeting</b>   |        |
| 4.1  | Matters arising from the Minutes of the Previous Meeting   |        |
| 5    | <b>Confirm Minutes of the Previous Meeting</b><br>Confirmed:<br>Seconded:  |        |
| 6    | <b>BPW Collect</b><br>Read by:   |        |
| 7    | <b>Reports</b>   |        |
| 7.1  | <b>President</b>   |        |
| 7.2  | <b>Treasurer</b>   |        |
| 7.3  | <b>Secretary</b>   |        |
| 7.4  | <b>VPIP</b>  |        |
| 8    | <b>General Business</b>  |        |
| 8.1  | <b>Talkable Item</b><br>Standing Item - New concept where at the beginning of each meeting you will be notified of a topic for discussion both formally and informally and there will be time to discuss your thoughts, concerns, solutions, next steps that you may want to propose. Discussion limited to 5 minutes.<br><br>Today's talkable item: <b>Cost of Airfares from Karratha/Perth</b> |        |
| 9    | <b>Other Business</b>  |        |

| Item | Details   | Action |
|------|---|--------|
| 10   | <p><b>30 Second Spot</b><br/>           New Standing Agenda Item<br/>           This concept is to allow members and their guests to 'sell' their service, skills abilities or provide a forum for some community activity that you may be involved in.</p>   |        |
| 11   | <b>Valuing Self</b>   |        |
| 12   | <p><b>Inducting New Members</b><br/>           Donna Walker<br/>           Joanne McNamara<br/>           Peg Richardson (Peg will not attend this ceremony. Another will be held on her return).<br/>           Renewed Membership<br/>           Susan Worley<br/>           Pam Glossop</p>                            |        |
| 13   | <p><b>Next Meeting and Other Dates</b></p> <p><b>Executive Meeting</b> – Executive Committee – Wednesday, 26 November 2003</p> <p><b>Strategic Planning Meeting</b> – Executive Committee – Wednesday, 3 December 2003</p> <p><b>Christmas Meeting:</b> Wednesday, 10 December 2003 (Kris Kringle will be there!!!)</p>   |        |
| 14   | <b>Close Meeting</b>  |        |
| 15   | <b>Meal</b>   |        |
| 16   | <p><b>Professional Development</b><br/>           Sam Harrison is a finalist in the WA Fitness Profession Awards. Sam will speak to us about her experience in the fitness field and how busy professional and businesswomen can keep fit and look after their health. Sam may also take us for an armchair work-out!</p> |        |