



BPW - PILBARA

PO Box 1450 KARRATHA WA 6714

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Minutes of Annual General Meeting

7.30pm Tuesday 15 July 2003
Karratha International Hotel

Item	Details	Who By
1	ATTENDEES Jean Burton, Elizabeth Malyn (Minutes), Billie McCarthy, Cathy Vivien, Billie Crews, Esther Schneider, Jeanelle Dowling, Kathy Barrett-Lennard, Fran Stanley	
2	APOLOGIES Julie Pegrum, Valeri Pain, Tyne Purdy	
	ANNUAL GENERAL MEETING	
3	MINUTES FROM PREVIOUS AGM Minutes from the 2002/3 meeting will be presented at the next ordinary meeting in August 2003	
4	MATTERS ARISING FROM THE MINUTES Issued to be discussed when minutes read.	
5	REPORTS	
5.1	Executive Officer/Club President's report for inclusion in the State Conference Agenda and read by the sitting chair. Report outlined: Progress – office bearer changes, successfully introduced skill share sessions, presentations include EEO, family friendly workplaces and cross cultural understandings; problems – transient nature of employment in Karratha and impact this has on maintaining leadership and membership within the club; and plans – increase involvement in divisional activities, increase profile within the community and partnership with other organizations to meet our key goals.	Jean Burton
5.2	Treasurer – BPW remains solvent. The annual audit on Financial Statements 2002/3 showed that there was a small loss of \$460.00 that is expenditure-outstripped income. This was related to the small numbers of attendees at the monthly meetings and memberships with \$86.00 of the \$110.00 directly to the Association. Kathy undertook to obtain from the Consumer & Employment Protection the DOSET for BPW to establish our constitution and any amendments.	Billie McCarthy Kathy Barrett- Lennard
5.3	VP Internal Policy – Using Valeri's Web Summary info, the BPW membership database shows that visitors and financial membership were down from 80 and 34 respectively in 2002/2003, to 35 and 19 respectively in 2003/2004.	Jean Burton
6	ELECTION OF COMMITTEE FOR 2002 2003	
6.1	Motion: Members to be allowed to nominate from the floor for Committee Membership Moved Jean Burton Forwarded Billie Crews	
6.2	Nominations for Committee - read by Chair	
6.3	New Committee members announced President – Jean Burton (unopposed) Nominated by Kathy Barrett- Lennard Seconded by Jeanelle Dowling	

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	<p>Secretary – Elizabeth Malyn (unopposed) Nominated by Elizabeth Malyn Seconded by Cathy Vivien</p> <p>Treasurer – Ester Schneider (unopposed) Nominated by Kathy Barrett- Lennard Seconded by Jeanelle Dowling</p> <p>VPIP – Jean Burton/Fran Stanley (unopposed) Nominated by Jean Burton Seconded by Jeanelle Dowling</p> <p>VPEP – Declared Vacant Nominated by Seconded by</p> <p>Communications – Declared Vacant Nominated by Seconded by</p> <p>Newsletter Co-ordinator – Cathy Vivien (unopposed) Nominated by Jean Burton Seconded by Kathy Barrett- Lennard</p> <p>Functions Co-ordinator – Ester Schneider (unopposed) Nominated by Kathy Barrett- Lennard Seconded by Janelle Dowling</p>	
7	AGM Closed	
8	GENERAL BUSINESS	
8.1	Minutes from May ordinary meeting taken as read and confirmed. Moved Jean Burton Seconded Ester Schneider Minutes from June meeting: Moved Elizabeth Malyn Seconded Jean Burton	
9	No matters arising form the minutes	
10	BPW Collect – an improvised version recited	Esther Schneider
11	Introduce Guests No guests were in attendance	
12	Reports Nil – refer to AGM	
13	General Business	
13.1	There will be a membership induction ceremony at the August meeting for new members Cathy Vivien and Esther Schneider.	
13.2	Badges – it was decided at a previous meeting that members who were in receipt of a badge but who did not wear it would be asked to donate \$1.00 to the club coffers: 3 club members willingly donated!	
13.3	Change meeting night – constitutional validity to be confirmed	
13.4	Reunion night – this was thought to be a good idea, will be progressed at the executive meeting	
14	Other business	
14.1	Strategic Plan - That the club considers ways to identify who it is and what it wants to aspire to within the context of the aims of BPW Association	
14.2	Budget – that consideration be given to charging a differential cover charge for meals between non-members and members.	
14.3	Advertising -	
15	Valuing Self	
16	Next Meeting – 20 August 2003	
17	Closed meeting	
18	Meal	
19	Professional Development – Fairbridge Weekend Elizabeth Malyn outlined the benefits of the time spent at Fairbridge both from a club and personal basis. Elizabeth brought back with her many ideas that will be discussed at the Executive Committee meeting. Elizabeth saw first hand some of the proactive strategies used by other clubs to meet the aims of	Elizabeth Malyn

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	BPW and is enthusiastic to incorporate some of those within the Pilbara region. CLOSE MEETING: 9.00pm.	