

# LENSWOOD & FOREST RANGE *Community Association Inc.*

## Committee Meeting Agenda (open to other members)

**Date:** Thursday 15<sup>th</sup> May 2014

**Time:** 7.00 – 9 pm

**Venue:** 90 Leslie Road, Lenswood, 5240 (at Ann & Rob's)

### Management committee as of 30<sup>th</sup> January 2014

Chair: Graeme Schultz

Vice Chair: Garry Beaton

Secretary: Ann Kempe

Treasurer: Ann Kempe

Public Officer: Rob Hall

#### 5 committee members (elected unanimously):

Peter Stafford  
Rob Hall  
Alison Mason  
Sam Perna  
Caroline Chaplin

Malcolm Drew: Administrator of Association web site

Chair: Graeme Schutlz

1. Attendance/apologies
2. Confirm agenda:
3. Minutes previous Management Committee Meeting (25<sup>th</sup> February 2013):
4. Correspondence
  - 4.1 Incoming:
    - 11<sup>th</sup> March: John Tons – email re the March edition of “Our Community Matters” – the volunteer newsletter in which there are “Top 10” Volunteer Grumbles: See this link to read this information:  
<http://www.ourcommunity.com.au/files/ocmatters/OCMatters-Edition1-2014.pdf>
    - 10<sup>th</sup> April: Jo Shaw – pointing out photo issue on website and typographical error (has been addressed);
  - 4.2 Outgoing:

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- 11th April: Colin and Margaret Fry – letter of apology re the footpath issue (emailed and hard-copy sent)

## 5. Reports & action:

5.1 Report from website review group (AK, PS & MD)

5.2 Report from Working Bee – 3<sup>rd</sup> May 2014

5.3 Update on food trail idea (Chair, PS & GB)

5.2 Finance report (Secretary/Treasurer)

## 6. New business (as of meeting 30<sup>th</sup> January 2014)

6.1 Memberships due from June (Secretary)

6.2 AGM August (election?) – general meeting (Secretary)

6.3 Minor amendments to the constitution – to be reviewed after the AGM (November meeting?) (Secretary)

## 7. Meeting finalisation

7.1 Summary of Actions required (for secretary)

Item Number	Action required	Who?	By When?

7.2 Next meeting - AGM (August) – election?

Meeting ended at: < >

Please email agenda items to Ann Kempe at: [ann\\_300@ozemail.com.au](mailto:ann_300@ozemail.com.au) or post to Ann via the Lenswood post-office by cob Wednesday 30<sup>th</sup> April 2014

Note: Ann has a severe hearing impairment and writes the agenda/minutes from notes made by a relevant member.