

LENSWOOD & FOREST RANGE *Community Association Inc.*

DRAFT MINUTES

Special General Meeting: Wed. 2nd October

Time: 7.30pm

Venue: Lenswood Primary School

Chair: Peter Stafford

1 Welcome/Attendance

- 1.1 *Attendance:* Peter Stafford, Jo Shaw, Robert Hall, Ann Kempe, Evelyn Hay
- 1.2 *Apologies:* John Tons, Malcolm Drew, Harleigh Mason, Graham & Alison Mason, Colin & Margaret Fry, Sam Perna, Rose Milton-Head, Cam Stafford

2 Discussion on the future of the Association

- The history and achievements of the Association were described and discussed.
- The meeting noted that only 5 members attended tonight – members “appear to be voting with their feet”
- The future of the Association was discussed
- Three (3) options were canvassed:
 - (1) Wind up the Association,
 - (2) Maintain the Association in a minimal way
 - (3) Change the constitution to another focus – local history was suggested

2.1 Decisions made:

- A new constitution be developed by PS, EH & JS and to be put to all the current members of the Association (moved RH; seconded JS)
- New office bearers to be appointed to fill the casual vacancies (moved RH’ seconded AK)
- A working party be nominated to redevelop the constitution (moved RH; seconded JS)

3 Administration:

- Secretary to gather all outstanding documents related to the Association
- Outstanding bills needs to be paid
- Additional bank account signatories to be nominated (3 rather than 2 and any two can sign)
- Administration of web-site needs to be clarified (to be done by JS, future to be clarified)

3.1 Decisions:

- Secretary to write the draft minutes (based on notes taken by RH tonight) and send to Chair & then to committee and then published on website (moved by JS &

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seconded EH)

- Secretary to clarify financial membership before next meeting (membership subscriptions due 1st July) (proposed RH & seconded by EH).

4 Election of casual vacancies on committee: Chairperson. Public Officer, Treasurer and at least one committee member.

3.1 Decisions made:

- Chair: Peter Stafford (proposed by RH & seconded by EH);
 - Public Officer: Peter Stafford (proposed AK & seconded EH) (form was completed to notify the Office of Consumer and Business Affairs – Secretary to post asap)
 - Treasurer: Ann Kempe (proposed RH – seconded EH)
 - Ordinary members: Evelyn Hay, Margaret Fry (proposed JS & seconded PS)
 - Chair to communicate changes to relevant organisations
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- Next meeting: **Tuesday 12th November, 7.30 pm** (Special General meeting) to discuss the new draft constitution and new name – membership to vote on proposed changes outlined in these minutes. Venue: Lenswood Primary School