

# LENSWOOD & FOREST RANGE *Community Association Inc.*

## Final MINUTES

**Special General Meeting: Wed. 2<sup>nd</sup> 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 1<sup>st</sup> 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 12<sup>th</sup> 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

Final minutes were confirmed on Tuesday 12<sup>th</sup> November at Special Meeting (moved Ann Kempe, seconded by Evelyn Hay)