



**AUSTRALIAN LOCAL  
GOVERNMENT WOMEN'S  
ASSOCIATION  
QUEENSLAND BRANCH**

*supporting and encouraging those involved or interested in Local Government*

## **MANAGEMENT COMMITTEE MEETING AGENDA**

TUESDAY, 13 FEBRUARY 2018

**NOTICE IS HEREBY GIVEN OF A MEETING OF THE AUSTRALIAN LOCAL GOVERNMENT WOMEN'S  
ASSOCIATION (QUEENSLAND BRANCH) TO BE HELD VIA TELECONFERENCE  
COMMENCING AT 8.00 AM ON TUESDAY, 13 FEBRUARY 2018**

**PHONE NUMBER: (02) 8077 0510**

**PIN NUMBER: 646466**

### **MEETING CHARTER**

#### **Agenda Integrity**

All items on the agenda are to be discussed in the meeting for which they are scheduled. Items not on the agenda are not to be discussed or, if relevant, may be raised in general business if time permits.

It is important that members respect the position of the chairperson and support each other in the discussion.

#### **Importance of Agenda Items**

Some agendas items are of more importance than others and should be scheduled at the beginning of the agenda allowing appropriate time to discuss these items.

If members wish to have an item included on the agenda, then this item should be given to the Chairperson 2 weeks prior to the meetings for inclusion on the agenda.

The agenda should be distributed to members to allow adequate time for review.

#### **Actions from Meetings**

Members are requested to ensure that all actions assigned to them from a meeting are completed and reported back to the next meeting.



**AUSTRALIAN LOCAL  
GOVERNMENT WOMEN'S  
ASSOCIATION  
QUEENSLAND BRANCH**

*supporting and encouraging those involved or interested in Local Government*

**1. ATTENDANCE**

Ms Rebecca Hersant, Cr Jan Clifford, Cr Daphne McDonald, Mrs Sam Hall, Cr Pierina Dalle Cort, Ms Karen Murray, Mrs Nikki Te Wano, Cr Abigail Noli, Ms Errollyn Wren, Cr Jo McNally and Ms Denise Conroy

**2. APOLOGIES**

Cr Gail Godwin-Smith

**3. CONFIRMATION OF MINUTES**

Minutes of the Executive Meeting held 12 January 2018 (Attachment 1)

**4. BUSINESS ARISING FROM THE MINUTES**

**5. CORRESPONDENCE**

**5.1. Incoming Correspondence**

22 Jan 2018	Email from Jessie Lee, Redland City Council re: Cr Tracey Huges requesting information on the Bursary
2 Feb 2018	Application from Kylie Goodwin for Julie Michael Member's Bursary
5 Feb 2018	Email from Glen Cannard, Douglas Shire Council submitting application for Julie Michael Member's Bursary

**5.2. Outgoing Correspondence**

22 Jan 2018	Email to Redland City Council responding to query from Jessie Lee
-------------	---

**6. PRESIDENT'S REPORT – MS REBECCA HERSANT**

The President's report is attached for members' information.

**7. TREASURER'S REPORT - CR PIERINA DALLE CORT**

**7.1. FLYING MINUTE - TERM DEPOSITS**

*"That the Treasurer be authorised to place the following funds in term deposits:*

*(a) \$60,603.83 for a period of 12 months; and*

*(b) \$20,000 for a period of 3 months."*



**AUSTRALIAN LOCAL  
GOVERNMENT WOMEN'S  
ASSOCIATION  
QUEENSLAND BRANCH**

*supporting and encouraging those involved or interested in Local Government*

**8. ZONE REPORTS**

- 8.1.** Zone 1 - Cr Abigail Noli
- 8.2.** Zone 2 - Cr Gail Godwin-Smith
- 8.3.** Zone 3 - Cr Jo McNally
- 8.4.** Zone 4 - Ms Errollyn Wren
- 8.5.** Zone 5 - Ms Denise Conroy - apologies

**9. ALGWA 2018 STATE CONFERENCE**

- 9.1.** CONFERENCE DATES AND CONTENT TO BE FINALISED
- 9.2.** DATE DISCLAIMER

**10. ACTION ITEMS FROM WORKSHOP HELD 12-13 JANUARY 2018**

**11. MEETING WITH MINISTER FOR LOCAL GOVERNMENT**

- 11.1.** TOPICS FOR DISCUSSION

**12. AFFILIATION FEES - NATIONAL TREASURER'S PAPER FOR DISCUSSION (REFER ATTACHMENT)**

**13. GENERAL BUSINESS**

**14. MEETING DATES FOR 2018**

Please have your diary with you as dates for 2018 will be discussed and set for 2018.



**AUSTRALIAN LOCAL  
GOVERNMENT WOMEN'S  
ASSOCIATION  
QUEENSLAND BRANCH**

*supporting and encouraging those involved or interested in Local Government*

# ***Attachments***



**MINUTES OF THE MANAGEMENT COMMITTEE MEETING OF THE AUSTRALIAN  
LOCAL GOVERNMENT WOMEN'S ASSOCIATION QUEENSLAND BRANCH HELD ON  
FRIDAY, 12 JANUARY 2018 AT LG HOUSE, NEWSTEAD QUEENSLAND  
COMMENCING AT 10.00 AM**

Meeting commenced 10.00 am

**1. ATTENDANCE**

Ms Rebecca Hersant (Chairperson), Cr Jan Clifford , Cr Daphne McDonald, Ms Sam Hall, Ms Pierina Dalle Cort, Ms Karen Murray, Mrs Nikki Te Wano, Cr Jo McNally, Mrs Denise Conroy

**2. APOLOGIES**

Cr Jo McNally, Ms Errollyn Moore and Cr Gail Godwin-Smith

**3. CONFIRMATION OF THE MINUTES**

**Motion:** *That the minutes of the Executive Meeting held on 11 December 2017 be adopted.*

Moved: Ms Pierina Dalle Court

Seconded: Cr Jan Clifford

Carried

**4. BUSINESS ARISING FROM THE MINUTES**

Nil.

**5. CORRESPONDENCE**

Karen spoke to the correspondence as outlined in the agenda.

**Motion:** *That the correspondence be received.*

Moved: Ms Karen Murray

Seconded: Cr Daphne McDonald

Carried

**6. PRESIDENT'S UPDATE**

Rebecca provided a verbal update on her activities since December as detailed below:

- (a) Rebecca advised she has continued to work with the National Board reviewing the strategy. This document is not yet finalised.
- (b) Arranging a meeting with representatives from the Department of Local Government, Racing and Multicultural Affairs to continue discussion about possible sponsorship opportunities.
- (c) Sent personal email to all sponsors thanking them for their support.
- (d) Met with AIDC about the possibility of providing reduced costs to ALGWA members. This is not possible, however they advised they do offer a 2 day course and will keep Rebecca information of future opportunities.



- (e) Sent a Christmas email to all members and delegates of our events.
- (f) Liaising with a person in Bundaberg who is contesting the upcoming by-election.
- (g) Undertaking planning for the workshop. Meetings with Donna Neilson to finalise workshop planning.

**Motion:** *That the National President's Report be received.*

Moved: Ms Denise Conroy

Seconded: Ms Pierina Dalle Cort

Carried

## **7. TREASURER'S UPDATE**

Pierina advised that the profit of \$10,159.53 from the 2017 Inspiring Women's Leadership in Local Government Forum had been deposited into the account from the Local Government Managers' Association. Discussion took place on what action to take when the term deposits are due for renewal. It was agreed to discuss at the next meeting following the Strategic Workshop.

- Motion:**
1. That the Treasurer's Report be noted.
  2. That the following payments be approved:
    - (a) Travel costs for Ms Pierina Dalle Cort totalling \$468.30 (airfares \$450.30 and train fare \$18)
    - (b) Travel costs for Cr Jo McNally totalling \$234
    - (c) Expenses incurred by Rebecca Hersant for Prizes at the Leadership Forum 2017 (\$20.60), Meal at the National Board Meeting in Canberra (\$18.00) and Gift for ALGWA breakfast on behalf of Queensland Branch (\$27.47) - \$66.07
    - (d) Payment to LocalBuy for Vision6 invoice of \$37.15
    - (e) Catering for Workshop (Rebecca Hersant \$20.75 and Denise Conroy \$)
    - (f) Catering costs for Café Gia for Workshop held 12-13 January 2018 of \$167
    - (g) Payment for celebration dinner for the Management Committee \$
    - (h) Payment of workshop facilitation costs - \$200 (voucher for Donna Neilson)

Moved: Ms Pierina Dalle Court

Seconded: Mrs Nikki Te Wano

Carried

## **8. ZONE REPORTS**

### Zone 3 - Cr Jo McNally

Jo advised members that she had successfully complete the Company Directors Course. Email sent to members for feedback with 3 responses provided.

### Zone 5 - Denise Conroy

Email sent to members requesting feedback with 2 responses received.



**MOTION:** *That the Zone Reports be received.*

Moved: Cr Jo McNally

Seconded: Mrs Nikki Te Wano

Carried

## **9. UPDATE AND REVIEW OF ALGWA MEMBERSHIP**

Denise advised she had created a list of current female Councillors and Mayors in Queensland. It was suggested that a personal letter be sent from the president with membership renewals inviting them to attend the conference.

## **10. JULIE MICHAEL ANNUAL MEMBER'S BURSARY**

Karen advised that no applications had been received. Discussion took place on the possibility of using this funding for supporting our members to attend the conference or other seminars/forums.

## **11. ALGWA 2018 STATE CONFERENCE**

Rebecca advised she had spoken with Hinchinbrook Shire Council. They had provided a possible theme for the Conference - Igniting ??

The date of the conference will be early September but it is yet to be confirmed. Holding the conference in September will hopefully avoid the majority of other local government conferences. It was agreed that date claimers needed to be sent out as early as possible.

## **12. GENERAL BUSINESS**

### **12.1. AICD COURSE**

The Executive congratulated Jo, Pierina and Rebecca on successfully completing their AICD course.

## **13. NEXT MEETING**

ACTION: Karen Murray to liaise with members to set meeting dates for 2018.

## **14. CLOSE**

Meeting closed 10.38 am.

Confirmed at the Executive Meeting held 13 February 2018

Signed \_\_\_\_\_

## PRESIDENT'S REPORT

Last month has been quite busy following the success of our workshop. Personally, I have since resigned and moved on from Local Buy and Peak Services and had a short break during this time.

There have been a number of discussions that have taken place in the past three weeks at both a national and state level. I have outlined some of these activities below and attempted to keep it short and concise but happy to elaborate on these during our meeting:

We had our National ALGWA teleconference on Monday 5 February and am pleased to report there was much activity from this meeting:

- Coral Ross was on the 7.30pm Report and interviewed on the ABC radio in relation to Councillor harassment, Councillor Code of Conduct and complaint to the Journalist Union. You can find links to some of these on the national website - <http://www.algwa.net.au/news/>
- Signed off on social media plan and Facebook content suggestions circulated for additional feedback
- Received support and approval for a letter to be sent from national board in relation to Cyber Bullying and is being sent to Federal Government Ministers
- 5050 vision website has been merged into the national website and content to show as 'past success and statistics' has been approved for administration
- I raised Queensland's request to review the affiliation fees for next year. This will be discussed in more detail at our next meeting. Alwyn requested to send through a brief in relation to this. I have included a copy of this and is an agenda item for discussion in our meeting.
- Discussion on sector wide survey. LGPro are keen to partner and support the survey being conducted. Resources to be determined.
- How to market and engage women to look at running for next election and what we propose. Initial discussions but would like to gain the National's support on this and then utilise at a State basis.
- Gender Equity Awards for consideration at ALGA NGA under consideration.
- 2019 National Conference has been confirmed - 16-17th May in Blacktown.
- ALGWA Breakfast at ALGA confirmed. Guest speaker is Alwyn Friedersdorff (President of National Rural Women's Coalition).
- AGM will be held on 9 April via teleconference. All members able to dial in.
- Merchandise approved for State distribution - <https://www.cubicpromote.com.au/funky-cleaning-items/custom-printed-computer-ipad-wipe>
- Future national meeting dates - AGM 9 April; 28 May; 17 June (Canberra); 3 September; 3 December.

I have also made contact with Mark Neylan who is now the Manager, Program Implementation and Review for Local Government and Regional Services under the newly formed Department of Local Government, Racing and Multicultural Affairs. We will meet in the next few weeks to discuss our partnership for 2018/19. I have also asked him about organising a meeting with the Local Government Minister. There are a number of changes going on with the restructure and this may be delayed for a few weeks.

I also spoke with the LGMA and they are interested in looking at partnering with us again in 2019 for an event. This year they had multiple forums and conferences on and couldn't commit to another. They have two new staff commencing later this month and will then have a team of six. They are happy to discuss this later in the year.



# Ideas for ALGWA Affiliation Pricing Strategy

## STRATEGY

"Promoting the right membership packages and add-ons to the right people at the right price is fundamental to both member acquisition and member retention. Once you've taken the time to understand the *needs* of your members, you can develop more flexible pricing strategies to generate reliable revenue streams."

Every State Branch is different, and there is no concrete formula for effective membership structures. The key is to cater to the kinds of members we want to appeal to.

We need to:

- Analyze each member profile
- Make a note of where we are falling short of delivering value.
- List how we can introduce new benefits to fulfil all of your State branch needs. (This is particularly important for those who make a large membership investment but have a low perceived value of their membership)
- Maybe develop individual packages for the States based on the value of each package

❖ It is most important that we remember: *We are in control of our pricing.*

❖ Our *income* is predominantly derived from the annual fees; breakfast income is minimal; we earn Conference dollars every two years.

❖ But we need to consider our *costs*:

Costs are the dollars we spend to benefit the State Branch as an affiliated member.

So we spend	\$2880 on Insurance (6 States)
	\$2000 on Travel for President to visit 3 Branches in one year
	\$ 500 on Website updates
	\$2330 on Merchandise
<b>Total</b>	<b>\$7710</b>

**Income from membership: \$9973.18**

# Ideas for ALGWA Affiliation Pricing Strategy

## COMMENTS

The three States paying the most are Victoria, \$4483.50; Queensland, \$2303; and New South Wales, \$1782. The remaining three States, pay from \$300 to \$600.

Given a down turn, we could pull the visitation by the President to Branches... and not spend on merchandise (marketing).

## OTHER IDEAS:

Create our focus on Value

Not all States are equal, so tiering our fees may be useful. There is more value to those States receiving Insurance cover.

Enhance value by creating a Value Statement

Or:

Perhaps we could simply set Affiliation fees by a set amount relevant to population numbers rather than a percentage. Eg: NT < 500,000 always to pay \$275.00; Tasmania always to pay \$350 Population: 500,000 to 1 million and so on..

*This paper is designed to get us thinking!  
Add more ideas to it:*