



**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 Errolyn 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 \_\_\_\_\_