



PERTH MODERNIAN SOCIETY

DRAFT MINUTES OF THE ORDINARY MEETING OF THE COUNCIL 16:15 MONDAY 16 February 2015

ATTENDEES: Peter Farr (President); Barrie Baker (A/Functions); Annemie McAuliffe (V/Pres/Reunions); Ian Jarvis (Communications); Sallie Davies (V/Pres, H&MC); Deb Beresford (Secretary) Lois Joll (Principal); Irene Froyland (Awards/Reunions) Eve Broadley (Treasurer), Barbara Mallett.

APOLOGIES

None

ACTION ITEM 34: PROPOSED MEETING DATES FOR 2015.

Some draft dates have been altered and are now as follows:

MEETINGS FOR 2015

Monday 16th March 2015
Monday 4th May 2015
Monday 8th June 2015
Monday 3rd August 2015
Monday 7th September 2015
Monday 26th October 2015
Monday 23rd November 2015

(Noted that the Principal will be an apology for meetings which don't coincide with the school terms).

ITEM 1. IDENTIFICATION OF NEW GENERAL BUSINESS ITEMS to be added to the Agenda

ITEM 2. PRINCIPAL'S REPORT

Lois Joll (Principal) tabled copies of her report. Key points:

- The 2015 school year has started smoothly welcoming over 400 new Year 7's and 8's. The exceptional results of the Class of 2014 in the WACE have been acknowledged widely. Jamin Wu was announced as Beazley medalist.
- The Tyler-McCusker Sports Centre grand opening assembly is to be held on Wednesday 25th March 2015. The Councilors will receive an invitation to an event to be held on 27th March 2015.
- The Cricket practice facility has been named after former teacher Eric Strauss.
- It is planned for future Graduation Ceremonies to present a small shield to subject prizewinners. It is suggested that a donation of \$1500 will give 10-year naming rights of the award in honour of people who have contributed to the school.
- Stacey Burton (Business Manager) is away for the rest of the year on sick leave. Her replacement is Jan Fellows.

Peter Farr reported that the Sphinx Board is pleased to announce three Year 10 Scholarships for Science, awarded on merit and using the income from funds donated by Don Tyler.

He also reported that Deb Beresford is retiring from the School Board and the Perth Modernian Society Representative will be Dr Irene Froyland from Feb. 2015.

Moved Annemie McAuliffe. Seconded Barrie Baker. Carried

ACTION: Deb Beresford will advise the Secretary of the School Board that Dr Irene Froyland is the official representative from the Perth Modernians to join the Board. (42)

AGM date. The Council has tentatively approved Tuesday 28th April 2015.

ACTION: Barrie Baker will liaise with School, booking date, time and venue. (43)

Annual Reunion. Lois will speak to Roger Hey about a suitable date.

ACTION: Peter Farr/Deb will liaise with Principal. (44)

A question arose as to whether Sphinx Foundation scholarships are awarded on need or merit (a mix). This then raised the discussion of funding of the day to day running of the Society into the future. The Sphinx Foundation Board is preparing their Forward Plan.

Sallie Davies sought feedback on the draft for the next e-newsletter due for circulation at the end of February, especially calling for nominations for Council.

ITEM 3 MINUTES OF Ordinary meeting of Council 24 November 2014 were accepted with the following amendment.

2.1.10. "Sallie Davies and Annemie McAuliffe " instead of Irene Froyland.
Moved. Annemie McAuliffe. Seconded. Irene Froyland.

Business Arising from the Minutes:

3.1 ACTION ITEMS

See ACTION SHEET

Items marked complete will not be included in the ACTION SHEET in future.

ITEM 4 CORRESPONDENCE:

Inward Correspondence. An official letter has been received from Lotterywest acknowledging receipt of the Acquittal Form for the Strategic Plan grant.

(Noted by Ian that the Acquittal Form for the IT equipment grant received should now be completed.)

Outward Correspondence. None

ITEM 5. COMMUNICATIONS REPORT Report circulated electronically

Ian Jarvis will be away for 7 weeks in May and June.

ACTION: Annemie McAuliffe kindly offered to read and deal with the Society emails for this period. (45)

MOSAIC

The conflict on the server of different versions of MS Access is continuing to frustrate users of the Consolidated Database. After each use of the Mosaic database the Consolidated Database requires a reinstallation of Access 2010 by an administrator taking about 10 minutes. The only solution to this problem is to install another server and separate the databases at a cost of about \$1500 for hardware and \$500 for software and installation. There is only \$314 remaining from the Lotterywest grant. Sallie Davies said that this is an H & M issue.

ACTION: Ian Jarvis will contact MOSAIC to see if they have come up with a solution. (46)

The notebook donated by Lois last year is still not functioning due to some residual school software requiring but preventing password changes. Lakes Networking's expertise may be called upon, as an additional notebook is required for the Archive Room.

A low cost PC/notebook is needed for slideshow presentations and would replace the new notebook that is currently used for this purpose. The remaining Lotterywest funds may almost suffice for this.

PORTAL

JCurve have issued an end-of-life notice that the current ELF based website platform will cease in mid-April this year and have arranged for migration to a new site in NSW hosted by TAOS Creative.

Advice/proposal has been received from TAOS Creative regarding **Project: Phase 1 – Replication of Website and Project: Phase 2 – Scope, Replatform and Build of website** (Refer Attachment 1).

ACTION: Ian proposed that the Board set up a working party to examine this proposal and alternatives. Also it is an opportunity to review the website's contents and features. (47)

NEWSLETTERS

- Budget request for hard copy \$5000.
- Budget request for electronic distribution is to be determined.
- Irene reported that probably many younger Modernians are on Facebook.

ITEM 6. FINANCE AND FUNDRAISING Reports circulated electronically.

FINANCIAL SUSTAINABILITY OF THE SOCIETY INTO THE FUTURE

This was a significant strategic meeting held on 4th February 2015 and attended by the three treasurers (Broadley, Farr, Porter), vice presidents (Davies, McAuliffe), Communications Coordinator (Jarvis) and chaired by Barrie Baker.

The Council recommended that:

General

- A. The Society discontinues engaging auditors for all accounts other than that of the Scholarship Fund and seeks endorsement of this at the AGM.
- B. All financial recommendations be referenced against the current Society Strategic Plan.

Membership of the Society

- A. Review the Renewal and Membership Fees every 4 years
- B. Increase membership Fee from 2015 onwards for renewals and new members to \$120 for 4 years.

Moved Irene Froyland. Seconded Annemie McAuliffe. Carried

The Council also recommended that:

Deductible Gift Recipient (DGR) (i.e. Tax Deductible) Status

- A. The Society should investigate applying to the ATO for DGR status for the H&M Committee, under perhaps Education and/or Heritage provisions.

- B. Coordinate annual fund raising effort to include the H&M Committee. (i.e. so as to offer Members the choice of which body to donate to.)

Moved Annemie McAuliffe. Seconded Eve Broadley. Carried.

Funding Magazines, e-Newsletters, etc.

- Moving to a digitized system could save significant costs of postage and printing.
- Report to the AGM that the Magazine should be digitized to save costs.

Urgent financial challenges include:

1. Recurrent costs for running the History Centre

Detailed budgets have been prepared for the History Centre. Salary costs for a paid part-time staff member were discussed.

- 2. Converting the remaining Yr 8 Scholarships to Yr 7 Scholarships**
- 3. Financial challenge faced by the Sphinx Foundation**
- 4. Recurrent costs for IT**

Depending on what the Council wishes to achieve in modernizing our IT effort, there are implications both for capital costs and operations. Some matters are out of our control, such as the transfer of data required to support a new platform provider (\$700) and a suggested \$4000-\$7000 modernisation of the website. Recurrent costs involve \$1500 for maintaining the website, \$150 for domain name and email registration, \$640 for email system and \$600 for Vivid wireless broadband. Ideally an additional server is required (\$1500).

5. Funding Magazines, e-newsletters, etc

Moving to a digitized system could save significant postage and printing costs, maybe as high as \$2000

- 6. Funding for archiving** The History Centre funds its own archiving activity – distinguish the School archive. Could wish to digitize some of the Centre archives at some point e.g. Sphinx Magazine.
- 7. Funding for conserving the art collection, maintenance for donated artifacts, etc**

School maintains its art collection.

- 8. Other costs.** Consider also a possible membership drive, youth program, and awards.

Annemie McAuliffe requested that the official minutes from the meeting be circulated to the Board.

ACTION: Barrie Baker will circulate FINANCIAL SUSTAINABILITY meeting minutes to all Councilors. (48)

In discussion, the feeling was expressed by some Councilors that they feel there is over emphasis on fundraising for scholarships, which is of course worthy. However, there should be the provision made for Society members to donate money to other areas of need e.g. the running of the Society, or maintaining and preserving the history of the school. If DGR status is achieved, donors may choose other areas apart from Scholarships.

6.1 Perth Modernian Society-Operational Finance:

The (unaudited) P&L and Balance Sheet as at 31 December 2014 were tabled.

Bank Balance 9 February 2015. \$15,923.47

Eve is to make edits to the 2014 Financial Report and get it signed by the President and herself ready for the AGM.

6.2 SPHINX FOUNDATION

On 6 January 2014, the Board held a special Forward Planning Meeting. The following decisions were made

1 EVALUATION OF CURRENT SCHOLARSHIP SCHEME AND PLANNING TO MEET FUTURE REQUIREMENTS

DECISION: Increase the number of Year 11/12 scholarships at earliest opportunity. These, like the existing Y11/12 scholarships, are subject specific scholarships. Priority initially is to be given to establishing scholarships in the quantitative studies area, so as to encourage high-level academic excellence in maths, physics, chemistry etc (although if a particular donor has a strong wish for a different subject area, that will be considered).

2 FUTURE MANAGEMENT OF FUNDS INVESTED

DECISION: The manner in which new and existing funds are invested and managed (in accordance with the Board's Investment Policy) so as to provide sound returns is a priority issue for Board consideration during 2015, because –

- The Treasurer is wishing to reduce his workload and is also planning to retire from the Treasurer's position during the next 12-18 months; and
- The Board cannot assume the next Treasurer will have the same level of interest (or expertise) for managing the portfolio.

Use of a stockbroker or other recognized fund manager working as an adviser to the Board, for an annual fee, is an option for consideration.

ACTION: That the Board look for a new member having an interest and preferably also capability in the areas of financial management, portfolio management and related investment advice.

3 IMPROVING COMMUNICATION AND UNDERSTANDING BETWEEN THE BOARD AND THE SCHOOL ADMINISTRATION IN MANAGING ADVERTISING, SELECTION AND AWARDING SCHOLARSHIPS

DECISION: Board is to endeavour to streamline the processes for Scholarship advertising and awarding, and make use of the School's administrative resources where possible, without loss of the SF's identity in the processes.

4 MEDIUM AND LONG TERM TARGETS FOR SCHOLARSHIP FUND GROWTH

DECISION: It was therefore agreed that the new target for the Scholarship Fund should be \$750,000 (some \$120,000 more than the present total value of funds invested as at 6 January 2014.)

5 HOW TO RAISE MORE FUNDS

DECISION: Joint event with Friends of Music: Barrie Baker reported that he had met with Rebecca Lamont, Chair of the 'Friends of Music' group, who reported that that body would be willing to join with the Sphinx Foundation in conducting a special social event at Petrice Judge's home on a date to be selected.

DECISION: A special Sphinx Foundation dinner function to be held at Petrice's home. The objective is to have some new key faces from the 1960-80 alumni cohort participating, as part of drawing younger alumni into the activities of the SF.

6 RECOGNITION OF KEY DONORS

DECISION: It was agreed that for pre-1960 alumni donors a fairly informal function (e.g. morning tea) attended also by selected students in the McCusker Room is appropriate. Key donors to also be automatically invited to orations, concerts, etc held at the School.

7 OTHER KEY OBJECTIVES

DECISION: If necessary, pay for the 2014 FY audit out of the earnings from the Sphinx Scholarship Fund, on the basis that at present the Foundation exists principally for the benefit of managing the Scholarship Fund.

6.3 SCHOLARSHIP FUND

Due to the withdrawal from the School of one of the new Year 8 Entry Sphinx Scholarship winners, minor adjustments were made to the Fund's disbursements.

6.4 HISTORICAL AND MUSEUM COMMITTEE – OPERATIONAL FINANCE

ITEM 7. HISTORICAL AND MUSEUM COMMITTEE. Report circulated electronically.

1. Facilities

- Air conditioner failed on Monday 2 February and this has been reported via email to the School
- Damaged weatherboards near front door have been replaced
- Carpet and wall stains from storm damage not yet attended to

2. Work/activities

- Staff/Student database (Biographical, Scholarships + Membership) – further research of married names and updating continuing based on research by Roger Stubbs
- Suggested name for the former staff/student database is the **Jarvis e-XMod db**
- MOSAiC Database (Memorabilia, Photographs, Documents + Science Collection) – waiting on availability of Mosaic on new computers and in the History Centre (Science) and Archive Room (Photographs)
- Detailing of science collection for future action – excess microscopes and photographic slides selected for school disposal

3. Visitors and meetings

- Class of 1964 Reunion group
- **Financial Sustainability Meeting:** As a follow up to the Strategic Planning document presented to Council by the H&M Committee, the H&M Chair and Treasurer attended the Perth Modernian Society Council Finance Committee meeting on 4 February 2015. Recommendations will be presented to the Council Meeting on 16 February 2015 for further discussion.
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4. Deaths

Name	Years at School	Position	Deceased
Elaine Robins (nee Cassidy)	Student 1941-45		27/03/2014
William Peter Butler	Student 1959-62		06/09/2014
Helen Marion McKennay (nee Boyd)	Student 1944-45		21/09/2014
John Richard Stopher	Student 1959-60		29/09/2014
Leon Blank	Student 1941-45		01/10/2014
Shirley Joyce Kildahl (nee Villiers)	Student 1945 (4 th yr)		21/10/2014
Ross John Budge	Student 1939-41		05/11/2014
Keith Alexander Silbert	Student 1933-34	School Prefect 1934	15/11/2014
Gwendoline Eliza Scott (nee Thomas)	Student 1931-35		26/11/2014
Roy Mearns	Student 1960-64		23/12/2014
Alan Edward Weaver	Student 1945 (5 th yr)		23/12/2014
Betty Jean Rankin (nee Browne)	Student 1942-43		30/12/2014
Tom Kent		Music Parent 1989-2001	19/01/2015
Gary Raymond Bishop	Student 1959 (4 th yr)		18/01/2015
Clive Robert Nelthorpe	Student 1957-58	School Prefect 1958	04/02/2015

5. Research

- Expanded time line to guide selection of historical display items and information (continuing)
- History of Student/Staff involvement time line (continuing)
- No further Prefects for 1911, 1912 have been identified
- Heritage Trail available for review by H&M volunteers
- 100 years of The Sphinx (ongoing)
- Thomas Street Gates (further information on original history uncovered)
- Cambridge Library ANZAC display

S. Davies moved that the name for the former staff/student database is the **Jarvis e-XMod db**.

Seconded Irene Froyland. Carried.

Sallie also reminded Councilors that all reports should be circulated a week before the meeting so that they can be read/reviewed in time.

ITEM 8 FUNCTIONS COMMITTEE.

Annual General Meeting. Date Tuesday 28th April 2015.

Guest Speaker suggestions.

ACTION: Peter Farr will write to Val Furphy inviting her to be the Guest Speaker. (49)

Annual Reunion date depends on School input but tentatively Sunday 6th September.

ITEM 9. EXECUTIVE OFFICER'S REPORT

9.1 Reunion Coordination.

Annemie and Irene are the first point of contact for organizers of Year Reunions. A meeting is then arranged. Lists of students from their year may be available to the organizers.

ACTION: Irene and Annemie will prepare item for inclusion in the e-Newsletter for Sallie. (50)

ITEM 10 REPORT FROM SOCIETY REPRESENTATIVE ON THE SCHOOL BOARD.

Report tabled by Deb Beresford (Modernian Representative on the School Board)

This meeting was a public meeting with parents invited to attend.

The Schedule of Facility Hire Fees was tabled for endorsement. Stacey Burton thanked retiring member, Robyn Fary on behalf of the school and Board for her contribution as Board Representative on the School Finance Committee.

Congratulations expressed to all involved regarding the Graduation Ceremony. Robyn Fary suggested acknowledging Community Service at the graduation in 2015 as was done in 2013. Lois believed this was an oversight in 2014 and will be noted for next year's event.

The Chair's report on behalf of the Board was tabled,

The Opening event for the gym is planned.

Presentation by Churchill Fellow Val Furphy will be circulated to the School Board after it is approved.

The finalized revision for the Board's Terms of Reference was tabled for approval.

Meeting dates set for 2015.

ITEM 11 GENERAL BUSINESS

Peter Farr thanked Barbara Mallett for joining the Council.

Awards System Policy

ACTION: I. Froyland will write a short article for the e-Newsletter, including nomination reminders. (51)

Heritage Trail. Sallie Davies reported that the documentation is nearly completed.

Card to wish Stacey Burton a speedy recovery

ACTION: Deb Beresford to send a message of our support on behalf of the Society. (52)

Card to express sympathy to Carole Day.

ACTION: Deb Beresford to send condolence on behalf of the Society. (53)

A.G.M. Retirements. Two vacancies exist already.

ACTION: Deb Beresford will check status of Council members. (54)

Annual Calendar.

ACTION: Peter Farr will prepare a draft Annual calendar for the Society. (55)

Self-Assessment Plan. Peter Farr suggested that to help lift Corporate Governance standards, the Council should develop and implement a Self Assessment Plan. (55)

ITEM 12 DATE OF NEXT MEETING.

Monday 16 March 2015.

All meetings to commence at 16.15

REMAINING MEETINGS FOR 2015

Monday 4th May 2015

Monday 8th June 2015

Monday 3rd August 2015

Monday 7th September 2015

Monday 26th October 2015

Monday 23rd November 2015

MEETING CLOSURE: 7.30pm

ATTACHMENT 1: Website Advice/proposal received from TAOS Creative.

Project: Phase 1 – Replication of Perth Modernian Society Website <http://www.perthmoderniansociety.org.au/>

The new environment for JCurve's ELK customers has been set up as a RAID enabled dedicated server in a data centre based in Sydney, Waterloo to be exact.

Migration of application:

Migrate all elements of <http://www.perthmoderniansociety.org.au/> Includes production and development environment

Production site replicated for migration. Includes all testing Terms for migration fee 50% to commence and 50% payment when site live. A one off fee of \$722 + GST

Ongoing hosting:

Fees are billed monthly in advance. Client may terminate arrangement for hosting with one months' notice. Agreement that TAOS Creative will guarantee the hosted environment remains available for a period no less than 18 months. The understanding is however that the application is old and must be retired earlier than this time.

Agreement is to match existing SLA and fees charged by JCurve Solutions for a period of 12 months. We would seek your written approval to access a copy of the JCurve agreement with the intention to replicate the current service levels and price model.

Project: Phase 2 – Scope, Replatform and Build of Perthmoderniansociety.org.au website

Noting that this is not tied to the above 'Phase 1' but as discussed we would like the opportunity for our team to work with you in the review of your existing site, any new features or strategy for the site and submit a proposal to partner with Perth Modernian Society in the build of a new website.

Our website www.taoscreative.com.au is the best location to see our portfolio of work.

An initial estimate of pricing for a new website build, based on your current website functionality, light shopping cart, responsive design we would recommend a budget of between \$4k to \$7k. The higher end pending requirements around your database and membership access. If you/the board are keen to proceed would of course work much closer with you to provide a detailed quote.

I trust the above helps to clear a few of the questions from our conversation earlier. If you could please confirm we are on the right track with the next steps as follows;

- Confirmation from Perth Modernian Society that pricing and set up for Phase 1 are in line with expectations/accepted to proceed.
- Perth Modernian Society to provide written authority for TAOS to access full agreement including SLA's and pricing from JCurve Solutions
- Meeting is to be arranged to plan migration process, testing and timeline.

Perth Modernian Society Council - OPEN ACTIONS

ACTION No.	MEETING DATE	CLASSIFICATION	MINUTES SECTION #	ACTION DESCRIPTION	DUE DATE	STATUS at date of most recent mtg	COMMENTS	ACTIONEE
1	1/9/2014	Perth Modernian Society Award System	2.1	Sallie Davies requested further discussion on the selection process.	24/11/2014	Complete		
2	1/9/2014	School Resourcing	2.2	Mtg with Minister for Education's Policy Officers - President to report back to next Council mtg.	27/10/2014	Complete	Deputation met on 4/9/2014	PF
3	1/9/2014	Membership Officer	2.3 and 9	Ed Lazarus is to be approached to take on this role	30/9/2014	Complete	when Ed Lazarus returns from holiday.	Barrie Baker
4	1/9/2014	Council membership	2.5	President to follow up with John Mortimer.	5/9/2014	Complete		PF
5	1/9/2014	Accounts to be paid in September	6.1	Eve Broadley to pay Insurance Policy account.	30/9/2014	Complete		Treasurer
6	1/9/2014	Historical and Museum Committee	7	Deb Beresford to write a letter of appreciation to Andrew and Hina Stevens.	30/9/2014	Complete	Grant application to the W.A. History Foundation for the Heritage Trail.	Hon. Sec.
7	1/9/2014	Executive Officer's Role	9	Ian Jarvis will investigate having phone call messages (voicemail) redirected to email which can then be sent to appropriate persons	27/10/2014	In progress	Awaiting feedback between Icommo and Telstra	IJ
8	1/9/2014	Reunion Coordinator.	9	Irene Froyland and Annemie McAuliffe will work together	27/10/2014	Complete		AM & IF
9	1/9/2014	Reunions involving the School	10	Annemie McAuliffe and Irene Froyland to meet with Cheryl Lindorff and Susan Kohlen	27/10/2014	Complete		AM & IF
10	1/9/2014	School Board	11	Deb Beresford to check if her name is included as a member of the School Board on the School website	30/9/2014	Complete		DB
11	1/9/2014	IT systems -	12	Ian Jarvis to investigate a solution and report	27/10/2014	Complete	wireless access now operational between the Museum and the Archive Room	IJ
12	1/9/2014	Meeting Minutes	12	Peter to provide an Action List template	30/9/2014	Complete		PF

				to the Secretary				
13	27/10/2014	Honour Awards	2.1.1	Irene Froyland to prepare policy document re conduct of Awards project	24/11/2014	Pending	pursue further consideration of points raised in discussion.	IF
14	27/10/2014	Honour Awards	2.1.2	Barrie Baker, assisted by Annemie McAuliffe and Irene Froyland, to manage the event	TBA	Complete	morning tea Friday 28th November in the McCusker Room	BB, AM, IF PF
15	27/10/2014	Minister's Letter	2.1.3	President to reply to Minister's letter.	24/11/2014	Complete		PF
16	27/10/2014	Membership Officer	2.1.4	Ian Jarvis to manage transition of Membership Officer duties to Ed Lazarus	24/11/2014	Complete		IJ, EL
17	27/10/2014	Phil Playford Letter	2.1.5	Eve Broadley to reimburse Peter Farr \$45	24/11/2014	Complete	approved reimbursement for \$45 for Perth Modernian Society tie sent to Philip Playford	EB
18	27/10/2014	John Mortimer Letter	2.1.6	President to advise John Mortimer that door remains open	24/11/2014	Complete		PF
19	27/10/2014	Insurance Account	2.1.7	President to contact Treasurer re payment of Insurance account	28/10/2014	Complete		PF
20	27/10/2014	Letter of thanks	2.1.8	Deb Beresford to write a letter of appreciation to Andrew and Hina Stevens	24/11/2014	Complete	re their role in the preparation of the WAHC grant application	DB
21	27/10/2014	Executive Officer's Role: Voicemail	2.1.9	Ian Jarvis to report to next meeting on recommended action.	24/11/2014	Complete		IJ
22	27/10/2014	Executive Officer's Role: Reunions	2.1.10	Ian Jarvis to set up Reunions@..... link when coordinators are ready	24/11/2014	Pending	Needs emails to be read directly by IF or AM	IJ
23	27/10/2014	Meeting Minutes	2.1.11	Future Minutes to be signed following each meeting and signed copy pasted into a Minutes book	24/11/2014	Complete		DB
24	27/10/2014	Strategic Plan 2014-2017 Document	2.1.12	Ian Jarvis to place Strategic Plan 2014-2017 document on website with link from News item	24/11/2014	Complete		IJ
25	27/10/2014	Communications: Mosaic	2.1.13	Ian Jarvis to increase the Vivid Wireless monthly usage plan and increased access for Mosaic	24/11/2014	Complete		IJ
26	27/10/2014	Communications: Lotterywest Grant	2.1.14	Ian Jarvis to implement the requirements of the Lotterywest Grant	24/11/2014	Pending	Amount almost spent. Awaiting paperwork.	IJ
27	27/10/2014	Communications: e-Newsletters	5.3	Ian Jarvis to bring the new e-Newsletter software on line and to direct account for payment to the Treasurer	20/11/2014	Complete	Switched to new Provider	IJ
28	27/10/2014	Finance: Operating a/c	6.1	Eve Broadley to advise Councillors on	Urgent	Complete		EB

				status of Insurance Policy account				
29	27/10/2014	Finance: Operating a/c	6.1	Eve Broadley to pay the e-Newsletter online account before next issue (end of November)	20/11/2014	Pending	\$700pa as per ITEM 5.3, Newsletters Deadline for copy for next issue 20/11/2014	EB
30	27/10/2014	Finance: Sphinx Fdtn	6.2	Barrie Baker to arrange a meeting of the Finance Committee + two Vice Presidents	24/11/2014	Pending	to discuss the financial sustainability challenge.	BB
31	27/10/2014	Functions Committee: Annual Reunion	8	Eve Broadley to provide a breakdown of costs and profit for 2014 Annual Reunion	24/11/2014	Completed		EB
32	27/10/2014	Executive Officers Report: Reunion Coordination		Annemie McAuliffe, Irene Froyland and Susan Kohlen to further develop the process for Reunion Coordination	24/11/2014	Pending	Report to next meeting.	AM,IF
33	27/10/2014	General Business: Funding Submission	12	Annemie McAuliffe, Peter Farr, Sallie Davies to explore possible elements for a funding submission	24/11/2014	Pending	for paid support for History Centre and access by staff and students	AM,PF,SD
34	27/10/2014	Meeting dates		Secretary to seek meeting dates 2015 from Principal	24/11/2014	Complete	Some meeting dates altered	DB

35	24/11/2014	Strategic Plan: Setting Priorities	5	Annemie McAuliffe will call a meeting of the whole Council and interested people to set priorities for Strategic Plan	16/2/2015	Pending	16/1/15 Meeting Report	AM
36	24/11/2014	Finance: Operating	7	Eve Broadley and Ian Jarvis to look at Telecommunications Funding for 2015 Budget	16/2/2015	Complete		EB,IJ
37	24/11/2014	Finance and Fundraising	7	Peter Farr to approach the School about securing 2 Football Parking days.	16/2/2015	Complete	Fundraising towards operating costs of Society. Discussed with Val Furphy So far one date TBA	PF.
38	24/11/2014	Scholarships	7	Barrie Baker to give Sallie Davies a list of Scholarship recipients so that it can be entered on the Database.	16/2/2015	Complete		BB,
39	24/11/2014	Funding of prize to Art Exhibition	8	Peter Farr will ask Val Furphy whether the Art Exhibition still occurs.	16/2/2015	Pending	To secure ongoing donation for school department	PF
40	24/11/2014	Functions: Annual Reunion	9	The Committee needs to liaise with Elizabeth Hamer Acting H.O.D. Music. re: Reunion date 2015	16/2/2015	Pending	Report to next meeting.	BB,
41	24/11/2014	School Board Representative	11	Annemie McAuliffe will ask Irene Froyland if she is willing to be the next Perth Modernian Society	16/2/2015	Complete		AM

				Representative on the School Board				
42	16/2/2015	School Board Representative	10	Deb Beresford will advise the Secretary of the School Board that Dr Irene Froyland is the official P. M. Society representative on the School Board.	16/3/2015	Pending		DB
43	16/2/2015	Functions: Annual General Meeting	8.1	Barrie Baker will liaise with School, booking date, time and venue.	Urgent	Pending	Date for e-Newsletter	BB
44	16/2/2015	Functions: Annual Reunion	8.2	Peter Farr/Deb to liaise with Principal re date	Urgent	Pending	Date for e-Newsletter	PF, DB.
45	16/2/2015	Communications	5	Annemie McAuliffe has offered to read the Society emails in absence of I. Jarvis in May and June.	16/3/2015	Complete	Ian to work out method of diverting emails.	AM
46	16/2/2015	Communications MOSAIC	5	Conflict on the server. Ian Jarvis will contact MOSAIC to see if they have come up with a solution.	16/3/2015	Pending	Ingoing support for MOSAIC. Report to next meeting	IJ
47	16/2/2015	Communications MOSAIC	5	Ian proposes that the Board set up a working party to examine TAOS proposal and alternatives.	16/3/2015	Pending	Report to next meeting.	IJ
48	16/2/2015	Finance Financial Sustainability	6	Barrie Baker will circulate minutes of Financial Sustainability meeting to all Board members	16/3/2015	Pending		BB
49	16/2/2015	Functions Annual General Meeting	8.1	Peter Farr will write to Val Furphy inviting her to be the Guest Speaker at A.G.M.	16/3/2015	Pending		PF
50	16/2/2015	Executive Office Reunion Coordination	9	I. Froyland and A. McAuliffe will prepare item for inclusion in the e-Newsletter.	16/3/2015	Pending	Report to next meeting.	AM, IF
51	16/2/2015	General Business Awards System	11	I. Froyland will write article including nomination reminders for the e-Newsletter,	16/3/2015	Pending		IF
52	16/2/2015	General Business	11	Deb Beresford to send Get Well card to Stacey Burton.	16/3/2015	Pending		DB
53	16/2/2015	General Business	11	Deb Beresford to send condolence card to Carole Day on behalf of Society	16/3/2015	Pending		DB
54	16/2/2015	Functions Annual General Meeting	8.1	Deb Beresford will check eligibility status of Council members for AGM	16/3/2015	Rending	Report to next meeting.	DB
55	16/2/2015	General Business	11	Peter Farr will prepare an Annual	16/3/2015	Pending		PF

		Governance		calendar for the Society, and a draft Self-Assessment survey tool for the Council.				
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