

# Minutes MFS Committee Meeting 14 November 2017

**Date:** 14 November October 2017 **Time:** 5:45 pm

**Location:** RUC of Canberra Turner.

## 1. Welcome and Apologies

Present: Geoff Kell, Antonella Salpietro, Ian Bull, John Hewat,  
Tina Lynam, Matthew Gibbins  
Apologies: Anne Mathas

## 2. Confirmation of the Previous Minutes 3 October 2017

Moved Matthew Gibbins, Seconded John Hewat

## 3. Matters Arising Previous Minutes

3.1 Subscriptions AGM Action item carried over. Payments to be made to Friends of Albert Hall, 2XX and Artsound, PCUG. Secretary to gather list of organisations subscribed to by the MFS

Trad and Now, Sydney Bush Music Club.

Publications to be addressed to Tina for inclusion in Musings. Send Cec Brucello MFS Committee Details

3.2 MFS Announce Google Group. Geoff is testing - requests that committee members provide feedback to him on trial announcements he sends out.

Moved Geoff Kell, Seconded John Hewat  
Motion Carried.

3.3 Donations to Beyond Blue and RMHC. As this required credit card Geoff has used his card and will request reimbursement. Discussion about need to have MFS Debit card for such on-line payment occasions. Treasurer is to apply for a payment card through Beyond Bank.

Moved Antonella Salpietro, Seconded John Hewat

Motion Carried.

3.4 AGM follow up actions. Geoff has initiated payment to Irish Club for refreshments. Ian has countersigned.

3.5 MFS ICT Resources administration and management. New Website design and Governance. Progress and Suggested way forward (IB) Item Carried Over.

3.6 MFS Bank Account Signatories. Documents completed for Tina to take to bank.

3.7 Change of name on Beyond Bank Accounts. Document completed for bank for changing account name from Monaro Folk Music Society Inc to Monaro Folk Society Inc. Tina will take these to the bank.

#### **4. Confirmation of the record of out of session decisions**

Nil.

#### **5 Action Items and Matters Arising from previous meetings and Oos decisions.**

Nil

#### **6. Treasurer's Report**

Total Cash at hand \$31,024 \$5439 down on 2016 for same period but this due to when accounts have been received.

Proposed Geoff Kell, Seconded John Hyam  
Carried.

#### **7. Correspondence**

Nil

#### **8. President's Report**

CAP Expo will be on 24 March 2018, same day as Shearer's Ball.

BDG has decided program for 2018.

Kids dances to be held on same days as dancers' dances for 2018.

#### **9. New Business**

##### 9.1 MFS participation in 2018 NFF

Geoff has set up a meeting with Pam Merrigan for next week. Eileen Newmarch to go along.

MFS to seek a Terms of Reference for 2018 participation.

Geoff and Eileen to discuss proposal with Pam Merrigan and bring back to 5 December meeting.

Claude and Geoff prepared a project management package for 2018 based on lessons learned in 2017. Geoff to see if he can distribute it to committee once revisions are complete. Claude must do this as it uses his software.

Antonella asked about how volunteers at the NFF became members of the MFS and for how long. Geoff signed them up for remaining 2 months of financial year.

Membership was to ensure new volunteers would be covered by insurance.

Action. Geoff to meet with Pam Merrigan.

##### 9.2 Promotional material

PIGs are currently developing promotional bookmarks for upcoming events

We will require publicity material for NFF. Looking at bookmarks, trifolds, calendar.

Dance and Performance to be separate trifolds.

Business cards with website details recommended by Geoff Kell.

Suggested MFS Membership card has website and QR Code.

Pull-up banners similar to the ISD one to be developed for other groups.

Discussion on establishing a printing budget for this year. Proposal of \$1,000.  
Moved John Hewat, Antonella Salpietro  
Motion Carried.

9.3 Antonella in discussions about running dance classes at ANU. Mixture of Contra, Irish, Bush etc. Looking at Thursday afternoons commencing in February 2018.  
If these go ahead banners would be useful for promotion.

## **10. Next Meeting**

Tuesday 5 December 2017 5.30 pm at RUC

Meeting Closed: 7:50pm