

**MINUTES of CLUB MEETING**  
**PROBUS CLUB OF TEMPLESTOWE VALLEY Inc.**  
Held at Ajani Centre, 284 Thompsons Road Lower Templestowe  
On Monday 10th February 2014

1. **Welcome:** The President, Ellen Boyd, opened the meeting at 9.30 and welcomed Members and Guests, and hoped that they had all managed the heat of the past days and that the members and their families were safe.

2. **Confirmation of Minutes**

2.1 Motion: That a line be inserted into the Treasure's report stating 'cheque on hand \$60'

Moved : Jacob Kerseboom

Seconded: Jeff Crosbie

Carried

2.2 Motion: That the January Club minutes as distributed and amended be confirmed .

Moved: Les Thompson

Seconded : Elaine Hayne

Carried

3. **President's Report** Ellen Boyd

Reminder for End of 10th Year Celebration Lunch for March Meeting

Why Members Guests pay more for Special Probus Events - the Members have been subsidized by the Club, the Guests pay the full fee for the lunch or activity provided.

Guests and visitors are covered by Insurance from PSPL, Craig Lukeman will cover that information in the Vice President's talk.

Thank you to the organizing committee who organized such a great Australia Day BBQ. The Bush Band in particular were amazing and very popular with other people in the adjoining park as well as Members.

**Presentations of Certificates of Appreciation** were presented by Ellen Boyd, and dated 10 February 2014, and awarded to:-

Les Thompson for The outstanding media and film contribution to record the history of the Club.

Jeff Crosbie for The significant contribution in providing a photographic record of the Club's activities.

Jacob Kerseboom for The dedication over a five year period in the financial management of Club funds.

Lyn Hudgson for The vision and commitment in providing outstanding entertainment for the 10 year Club celebration.

Elaine Hayne for The significant number of Club outings and social activities over a 10 year period.

Lyn Crosbie for The co ordination and planning of the Club golf getaway program over many years.

Wayne Eames for The professional expertise in managing the music and sound systems for the Club.

Margaret Campbell for The enthusiasm and commitment in training and producing the Club social entertainment.

**Lunch** to be held at the Shoppingtown Hotel. 27 people will attend.

**Birthdays:** Helen Armstrong, Irene Baird, Ross Chapman, Marjory Coronica, Jeff Crosbie, Neil English, Rhys Jones, Jenny Kerseboom, Ron McBain, Pauline Mugridge, Lyn Paice, Elizabeth Turner, John Wilson.

Ellen Boyd then invited Daryl Knight, one of the members of our Emergency Evacuation Response Team, to speak to the Members.

Daryl then outlined the evacuation and safety procedures for an emergency. Council do not allow us to write out an evacuation procedure to display on the walls.

There are 4 people involved in the Emergency Evacuation Response Team:-

Ray Cooper - will be responsible for liaising with Fire and Police  
Daryl Knight - will be responsible for escape routes  
Carol English - will be responsible for Medical issues  
Bob Anderson - will be responsible for helping to organize a safe way out.

**Exit signs are clearly marked, go to the "little man with the green background" sign.**

Do NOT RUN,- WALK, inform Bob or Daryl of those with difficulties with mobility.

Do NOT go into the Courtyard. - You cannot get out, as the gate is kept locked.

There are 3 other exits, Spread out and go through when you can.

**FOLLOW THE LITTLE GREEN MAN SIGN.**

The Assembly area is on the oval/cricket ground, however if it is not clear, or safe to get there go to the site of the old scout hall next door to the Ajani Hall.

- Keep calm
- Walk out carefully and assist others, who may be very anxious, by taking their arm to keep them calm.

Ellen then thanked Daryl and stated that there had been a lot of work behind the scenes to establish all this information.

Daryl's evacuation procedure is in draft form and requires ratification by the Committee.

#### 4. **Vice President's Report:** Craig Lukeman

Probus South Pacific Limited (PSPL) has increased capitation fees for the coming year from \$7 to \$10 per Member – an increase of 43% which they claim is required to redress a deterioration in their financial performance last year.

Your Committee has decided that given our current strong financial position we will not be charging our Members this additional cost this year. Further increases in fees by PSPL in future years may require our annual fees to be reviewed.

The payment of the capitation fee provides each Member with –

- Comprehensive Insurance: \$20 million Public Liability (plus insurance reserve to cover the excess component for claims against property damage), Personal Injury, up to \$5000 Club Money Cover and \$10 million Association Liability .
- Administrative and advocacy services from PSPL Secretariat.

Spouses and/or approved partners of these Members, Probus Club self-assessed Non Members, voluntary committees, voluntary workers, guest speakers and visitors and all participants in any organised or officially recognised activity of an accredited Probus Club or accredited Probus Association are also covered

The Club also has to pay a \$10 Non Member capitation fee to cover regular Non Member attendees at Club meetings and/or activities. This fee is payable by the Club and not the Non Member.

It is important that we keep a list of all attendees at Club meetings and/or activities so that we maintain Insurance Cover and persons not fitting the above categories should be advised that they are unable to participate in our activities.

#### 5. **Treasurer's report:** Jacob Kerseboom

Jake stated that this would be his last report, as he will not be at the next meeting, he stated that he had enjoyed his time as Treasurer. The end of year financial statement was attended to on 31st January, and it had involved over \$59,000 passing through the treasurer's hands. The Club is financial, and the fees were not going up for this year, as the \$3 extra charged by PSPL could be met by Club funds. All reports, functions and activities were recorded.

Cash on hand	\$ 292.25
Bank Balance as at 31.1.2014	\$ 3,234.62
Investment Account (from 5.4.2012)	\$ 9,402.66
Unpresented cheques	-\$ 232.00
Balance as at 31.1.2014	\$12,697.53

A motion that the Treasurer's report be received

Proposed: Jacob Kerseboom

Seconded: Dawn Anderson

Carried

**6. Welfare Report:** Laurine Eames

A request was made by Laurine, that when members arrive at the front desk, they please line up and have their name ticked off. This means that they are covered by Insurance and that in an emergency all people present in the Hall can be accounted for.

**7. Secretary's Report:** Libby Jones

The AGM for 2014 will be held on 10.3.2014, the Agenda and further information will be given in the next newsletter, and electronically.

All Nominations for members for the Management Committee 2014 must be presented to the Secretary, Libby Jones, before the end of the Fellowship Meeting, today.

Please note that the AGM Minutes for 2013 are now on the website, thanks to Doug Hayne, and are available for your perusal prior to the AGM, when you will be asked to accept them as distributed.

A copy is available for you to view, today, at the February meeting, if you are unable to access a website. Please just ask me to show you the copy.

The Annual Report will be sent out to you during this month, please take the time to read what your Group leaders, and the Committee have spent time preparing for you

A Members' Notice board will be placed in the hall for Members' use, to pass on information that may benefit other Members. The notice must be removed at the end of each meeting and can only be placed for 3 consecutive months. It is not to be used as a fund raising feature, as this is not allowed in our Constitution.

All members were reminded that they need to attend 6 meetings a year to remain a viable member of the Club.

Please collect the PSPL Passport booklets. Other information about the Live Well Health Week Awareness, Active retirees magazine and brochures were also available for collection.

**8. Correspondence Report:** Libby Jones

There were 16 incoming and outgoing letters.

A letter from Austin Health was read out regarding "Respecting Patient Choices Advance Care Planning, a meeting on Wednesday 5th March 1.30 - 3 pm at the Manningham Civic Centre.

**9. Activities Report** Lyn Hudgson

Les Thomson advised that there were DVD's of the Probus Christmas Party available for \$5. Please check your DVD's as some of them were "duds"!

Craft Group	Lois Mason	Tuesday, 26.2.2014 Craft day, all welcome. If you leave items for the craft group, please leave your
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		name with the goods to enable Yvonne Boyall to know who gave the item
Events, Trips, Outings	Elaine Hayne	Tram Boat trip must be paid today BBQ on Thursday 27th February at 5pm
Garden	Faye Williams	Thanks to those who attended on Friday at Mt Delaney. There is a list for those interested in going to the garden at Duneira, Mt Macedon on 30.3.2014 to see the Autumn display.
Getaway Group	Lyn Hudgson	Lyn will contact those going on the Getaway to Cape York in August regarding a meeting.
Golf	Lyn Crosbie	Did everyone receive either a phone call or email from Lyn? Forms to be completed and sent to Lyn Crosbie by the March meeting. 56 people are attending
Movie Group	Doug Hayne for Merrill Smead	Astor Theatre, Mosquito Coast Sunday 23.2.2014 at 4.30pm
New Skills	Dawn Anderson	Mosaics Day was a great success, and many thanks to Jan Hammond for all the work she put into it. Thanks to Ron McBain who cut out pieces of wood. Grouting day Tuesday 25th February 25th at 9.30pm. Crocheting day at Dawn's 12.2.2014
Theatre	Judy Baker	Double Act at the Little Theatre \$20 16.3.2014

10. **General Business:** nil

11. **Attendance Report:**

Present: 124

No Show: 7

Visitors:3

Apologies: 19

### **Fellowship Break**

12. **Introduction of Speaker:** John Reid introduced the speaker, Adrian Paterson, a retired Police Forensic artist (and cartoonist) who spoke on his career with the Criminal Identification Squad.

Thank you given by John Mugridge.

13. Meeting closed at 1200hrs

Next Meeting, the AGM, to be held on Monday 10th March 2014 in the Ajani Centre starting at 9.30am followed by the Club Meeting.

Signed President \_\_\_\_\_ dated