

MINUTES MANAGEMENT MEETING
PROBUS CLUB OF TEMPLESTOWE VALLEY (Combined) INC.
Monday 14/07/2025 at 2.00pm at the home of Bernadette
Mithen 19 Barbara St Doncaster east 3109

1. **Welcome:** The President Pam Brown declared the meeting open at 2pm
2. **Attendance:** Pam Brown, Frank Schlechta, Irene Baird, Anne Lukeman, Graham Mitchell, Sue Hudson, Bernadette Mithen.
3. **Apologies:** Jeni Moodie, Jenny Mirams.
4. **Confirmation of Minutes.**
Motion: That the minutes of the Management Committee Meeting held on 09/06/2025 as circulated be confirmed.
Moved: Pam Brown **Seconded:** Sue Hudson **Carried**
The confirmed minutes were signed by Pam Brown
5. **Business arising from the June meeting**
 - 5.1 Appointing an assistant person to help run the book swap.
Action
Pam Brown to speak to Pat Edwards about possible help.
Faye and Len Williams have volunteered
Done
 - 5.2 **Bendigo community Bank Bus**
Action
Pam Brown to investigate use of the Bendigo Community Bank bus.
Pam still waiting for a reply from the Bendigo Bank.
We have decided to leave this.
Done
Manningham City Council Seniors Grants
Action
Pam Brown to apply for this to subsidise Christmas Lunch.
 - 5.3 An updated Members' Contact list **Jeni Moodie**
Action
Bernadette Mithen to advise David Powell of changes to the Members' Contact List in view to having it updated.
Waiting on Bernadette's return to have the contact list updated.
Done and been sent to members.

5.4 Review PSPL Constitution and Standing Resolutions

Action

Jenny Mirams and Anne Lukeman and Graham Mitchell to meet to formalise the document before sending it to PSPL and myCAV

Ongoing

5.5 Further advertising of the Golf Getaway

Action

Pam Brown to advise Pam Walker, Lorraine Cooper and Colin Neal that full information needs to be in the Newsletter. Colin to push the fact that non golfers can go.

Done

5.6 July Birthday

Pam Brown

Action

Pam Brown to speak to:

- Colin and Richard re Morning Melody segment.
- Cathie and Gordon Culbard re sourcing the cup cakes.
- Colin re producing the certificates.

It was noted that the event was a huge success and that John and Jill Abery sourced the cup cakes.

Done

5.7 Christmas Lunch

Pam Brown

Discussion around going to the Veneto club for a change.

See 12.1 for further detail

Action

Pam and Graham to check it out

Pam, Graham, Irene, Sue and Anne checked it out. All in favour of the venue.

Done

6. President's Report

Pam Brown

As per Newsletter

7. Secretary's Report

Jenny Mirams

As per Newsletter

8. Treasurer's Report

Frank Schlechta

See minutes of Club meeting.

Frank away next month. Liz Turner (assistant Treasurer) standing in.

Westpac bank needs a letter confirming that the Club was closing down the account.

This was generated and signed at the meeting.

Action

Frank to close account.

9. Activity Report

Irene Baird

See club minutes for full report

More photographs of events needed for newsletter.

Action

Irene to request activity leaders to take photos of their activity and send them to David Powell (Webmaster).

9.1 Activities approved

Irene Baird

Eastern freeway information session, 28th August, **Lorraine Cooper/Pam Walker**

Mornington races **18th September** **Lorraine Cooper/Pam Walker**

Johnson Collection **late November.** **Lorraine Cooper/Pam Walker**

10. Membership Report

Bernadette Mithen

see CM

Robyn Buttling to be inducted next month.

11. Welfare Report

Sue Hudson

see CM

Health of various members was discussed.

The need for a second 1st Aid officer was raised. Pat Hicks (retired Nurse) was suggested.

Action

irene Baird to speak to Pat re taking up the position.

Motion: That the reports be received

Moved: Pam Brown **Seconded:** Graham Mitchell

Carried

12. General Business

12.1 Review of meeting at Veneto Club Mon.16/06/2025

Pam Brown

Booking for 11am - 3pm 08/12/2025 - **time agreed to.**

Access from 9am for set up, practise etc.

Linen tablecloths, cutlery, napkins, glasses provided.

Barman provided from time requested.

Drinks at bar prices (price list to be supplied).

Suggested that a ticket be given on arrival for one free drink paid for by club.

This was decided against as too expensive at their bar prices.

Two meal options to be chosen which will be served alternately at table.

One meal option to be provided.

Dietary requests catered for.

Cost \$55.50/head.

With only one meal option the cost is \$52.00/head. This covers main meal and dessert.

\$500 already paid to book the room, time and date.

Full refund is available if cancelled at least two months out.

We are to provide table decorations.

Action

Graham Mitchell to be responsible for decorations and buying the chocolates.

No refunds for late cancellations but the meal can still be served and used for seconds.

It was noted that one small lift only holding 6 people at a time may prove a problem with many members probably wanting to use it.

12.2 Review of PSPL survey

It was agreed that our club, according to the survey, was in a healthy state.

Meeting closed at 3.45 pm

The next meeting will be held at 2pm on Monday August 11 at the home of Jenny Mirams
5 Trelawny Place Doncaster, 3108