

# ***The Gap Creative Inc.***

## **Management Committee Meeting Minutes**

<b>Date</b>	Tuesday August 10th
<b>Venue</b>	Zoom
<b>Welcome</b>	Meeting opened at
<b>Present</b>	
<b>Apologies</b>	
<b>Minutes of previous meeting</b>	Proposed: Seconded:
<b>Business Arising</b>	<ol style="list-style-type: none"> <li>Grant submission</li> </ol>
<b>Correspondence</b>	<p>Aug 8 - Kath? Artwork for offices  Aug 2 - Leona Reif – invoice for insurance repayment  July 30 - Leona Reif – requesting info for grant application  July 29 - Sheona Beach – Headshots (? Membership paid)</p> <p><b>Email Inbox: <a href="mailto:Info@thegapcreative.com.au">Info@thegapcreative.com.au</a></b></p> <p><b>July 1 – Peta Harvey- Trek 2 Health Mural Submission</b>  <b>July 2 – Diana Briscoe – Forwarded dropbox files Debra Pickering</b>  <b>July 5 – Katia Luck – Treasurer Role</b>  <b>July 7 – Diana Briscoe – sent 3 emails with Debra pickering images</b>  <b>July 14 – Check in QLD – welcome packs</b>  <b>July 14 + 15 – Mailerlite – set up and approval email of new account</b>  <b>July 19 – John Blackley – confirmation of paid membership</b>  <b>July 21 – Jannine McFarlane – requesting bank details so she can pay membership</b>  <b>July 21 – John blackley- requesting details of social night</b>  <b>July 23 – Jannine McFalane – confirmation of paid membership</b>  <b>July 23 – Kathy Sullivan – notifying us she is unable to make social event</b>  <b>July 25 – Kathy Sullivan – replying and thanks</b>  <b>July 28 – smartygrants – account registration for grant application</b>  <b>July 29 – Vanessa Marko – apologies, double booked herself for social night event</b>  <b>July 29 – Margaret Turnery – apologies, date wrong for social night event</b>  <b>July 30 – Leona Reif – 3 x emails for correspondence re: grant application</b>  <b>July 31 – Leona Reif – correspondence re: grant application</b>  <b>August 2 – Leona Reif- insurance information and bank information to be reimbursed</b>  <b>August 3 – Colin Bushell – letter to Steve Toomey from Trek 2 Health partnership</b>  <b>August 4 – Leona Reif – review grant submission</b>  <b>August 5 – Colin Bushell - his notes on grant submission for review</b>  <b>August 5 – Smartygrants – grant application</b>  <b>August 5 – Leona Reif – grant application</b>  <b>August 7 – Lynsay Allen – query re: annual membership cost in August</b>  <b>August 8 – Katherine Kemp – artwork for local offices in The Gap</b></p>

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	<b>August 9 – Karen Bessel – submission for mural in kitchen, Trek 2 Health</b>
<b>Treasurer's Report</b>	As circulated
<b>President's Report</b>	
<b>Membership Report</b>	<b>Acceptance of new Members:</b> John Blackley Jannine McFarlane <b>Proposed</b> <b>Seconded</b>
<b>General Business</b>	1. Proposal for partnership with Scrumptious Reads
<b>Next Meeting</b>	<b>Meeting closed at</b>