

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

## **Management Committee Meeting Minutes**

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| <b>Date</b>                        | Tuesday June 8th                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Venue</b>                       | Trek2Health Headquarters                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Welcome</b>                     | Meeting opened at 6.35                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Present</b>                     | Ashley McHardy, Colin Bushell, Di Briscoe, Leona Reif, Kirstie Page                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Apologies</b>                   | Louise Elliott                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Minutes of previous meeting</b> | As distributed in the Facebook group<br>Colin, seconded Ashley - carried                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Business Arising</b>            | <p>Events Manager – Lisa officially resigned – Kirstie will put a post on FB for events and treasurer.</p> <p>Outsourcing Social Media – not going ahead, Kirstie will continue with Facebook and cross populate with Instagram.</p> <p>Trek2Health hanging space – lighting – looking at track lighting which can be taken with the group if circumstances change. Leona has measured and will get quotes.</p> <p>Trek2Health Mural update – Ashley will post in FB member’s group. 2 week timeline for submissions which will then be taken to Trek2Health Board.</p> <p>Report on meeting with Jonty Bush – will invite to social function. Look to her for funding of lighting.</p> <p>Grant application update – Leona has scanned for grants – none are suitable at the moment. New financial year will be more hopeful. Councillor’s Discretionary fund opens in July – will seek funding from Steve Toomey.</p> <p>Website updates – supporters – still in progress</p> <p>Street Serenade – application still in progress, haven’t heard yet.</p> <p>Risk Management Plan</p> |
| <b>Correspondence</b>              | 31/5 Peta Harvey – query re timeline for mural submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Treasurer’s Report</b>          | As circulated                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>President’s Report</b>          | <p>Ashley posted about what has been achieved so far.</p> <p>Workshops – sales not good – presenter volunteered time.</p> <p>No sales for Friday’s workshop – Ashley to contact presenter to postpone.</p> <p>Less formality needed, restructuring of program needed when there are more members.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Membership Report</b>           | <p><b>Acceptance of new Members:</b><br/>Karen Browne<br/>Margaret Turner<br/>Peta Harvey<br/>Kelly Meyer</p> <p>Proposed Colin, seconded Kirstie – carried</p> <p>Information sent to Debra Pickering – no response as yet.</p> <p>The membership application process has been streamlined – application can be downloaded directly from the website and emailed directly to me via <a href="mailto:membership@thegapcreative.com.au">membership@thegapcreative.com.au</a><br/>Thanks to Kirstie for helping sort out a separate email address!</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|                         | <p>Can we amend the membership application form so it is a fillable PDF? – Kirstie will organise</p> <p>Thanks so much to Ashley for setting up the Excel spreadsheet for tracking members.</p> <p>This is the section from the rules re membership:<br/><b>9 Admission and rejection of new members</b><br/>(1) The management committee must consider an application for membership at the next committee meeting held after it receives—<br/>    (a) the application for membership; and<br/>    (b) the appropriate membership fee for the application.<br/>(2) The management committee must ensure that, as soon as possible after the person applies to become a member of the association, and before the management committee considers the persons application, the person is advised—<br/>    (a) whether or not the association has public liability insurance; and<br/>    (b) if the association has public liability insurance—the amount of the insurance.<br/>(3) The management committee must decide at the meeting whether to accept or reject the application.<br/>(4) If a majority of the members of the management committee present at the meeting vote to accept the applicant as a member, the applicant must be accepted as a member for the class of membership applied for.<br/>(5) The secretary of the association must, as soon as practicable after the management committee decides to accept or reject an application, give the applicant a written notice of the decision.</p> <p>It is also the secretary’s duty to maintain the register of members.</p> |
| <b>General Business</b> | <p>Social event – Colin will organize with The Lodge. Will wait until we hear from Jonty re date.</p> <p>Gap Football Club – good venue</p> <p>In principle support for art show.</p> <p>Kirstie to organize group booking to European Masters</p> <p>Colin discussed mentor role – down the line – development program for people beginning their art journey.</p> <p>Louise wants to step down as treasurer will stay on until a new person is appointed – appointment of new interim treasurer Kirstie will follow up.</p> <p><b>21 Vacancies on management committee</b><br/>(1) If a casual vacancy happens on the management committee, the continuing members of the committee may appoint another member of the association to fill the vacancy until the next annual general meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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(2) The continuing members of the management committee may act despite a casual vacancy on the management committee.

Discussion of jobs as per 'To Do List' prepared by Ashley and available on the Facebook group.

**Next Meeting**

**Meeting closed at 7.45**