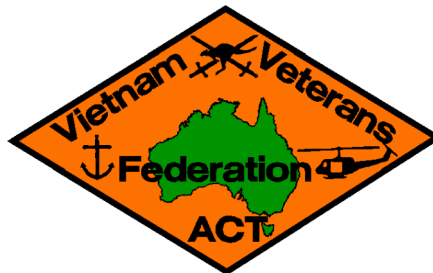


Vietnam Veterans' Federation *(ACT Branch) Inc*

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VIETNAM VETERANS' FEDERATION (ACT BRANCH) Inc **Minutes of Committee Meeting: Thursday 13 November 2008** **Stephen King Memorial Centre**

Treasurer Jim Wain recited the Ode

and Vice-President Terry Lawler declared the meeting open at 10.03 hrs.

- Present** Terry Lawler, Bob West, Len Little, Jim Wain, Karen Toscan, Brian Daly.
- Apologies** Gerry Mapstone, Danny Burton, Vic Robertson, Bob Jones (B3), Jack Davis, John Harvey, Bob Jones (B2), Clive Castles
- Previous Minutes** **Accepted**
Moved, Jim Wain, seconded Len Little.
- Correspondence** OUT: .Invitations to the Christmas party to Brian White, Fergus Thomson, Bill Rolfe and spouses
- REPORTS**
- President** Gerry Mapstone had provided a written report covering activities by the Veterans' Voices, improvements around the Stephen King Centre, the good work and funds raised by the Food Van (Jim Wain reported that there was \$3000 to be banked from the Van's excursion to Gundaroo), the new office fit out in the portable, the PVA representation to the Australian Senate, and the coming Christmas party.
Moved: Jim Wain, seconded Len Little
- Treasurer** Jim Wain produced a report outlining the status of various accounts, advised that two smaller disused accounts would be closed and funds transferred into other accounts and gave an assurance that the Federation is in a sound financial position, commending everyone involved in making it so.
Moved: Jim Wain, seconded Len Little. **Accepted**
- Vice President** Terry Lawler reported that Peter Kercher was in touch with Gerry Howard of the MBA and would keep in touch about the construction of the 'Food Van shed'.
- Membership** Bob Jones was not present but Karen reported that financial membership was at 485, but that there had already been 100 renewals for 2009.
- Public Officer** Len Little reported that all matters to do with the new committee had now been lodged with the Government.
- IT Report** Viv Brice provided a written report covering the progress of the installation of the new system. All seems to be running to schedule.
- PUTP** Karen reported that Kate had invited Gerry to a meeting to form a plan of attack for the future.
- Food Van** Gerry had reported on the recent successes of the Food Van operations. Karen reminded all that there are two more functions booked for this year and of the need for helpers. They are on the weekends of 28/29 November and 6/7 December. There are also some functions booked for April 2009. She recommended that some electrical problems should be looked at over the break.
- Veterans' Voices** Brian Daly reported that the Voices are moving into a particularly busy Christmas period but all was going well.
- Grants Officer** Bob West had provided a written report. All steady as she goes.
Moved: Bob West, seconded Brian Daly

Social Isolation	Karen reported that the Red Cross has asked that individual officers not take on too many clients. There is a need for another course in 2009
Task Co-coordinator	Jim Wain reported that there are a lot of tasks being carried out at present. The most obvious one is probably the re-shuffling of office accom for Treasurer and Pension Officers. Paving and plumbing also progressing. Jim commented that for a non profit organisation, the work being carried out is good and pleasing. Len asked for quotes for glass in the mens' toilets.
Woodwork and Steel workshops	Dust extractor is working. A few jobs left to be done are: the 5 phase for mortice machine, and cupboard to be installed; sand blaster cabinet mounted on end of long rack. We are awaiting a grant for the milling machine and then most major purchases for woodwork/metalwork have been made. There will now be a joint grant application going for wood and metal.
Gardening	Terry reported that Mick Burgess from Urban Contractors wanted to come out and check the garden. He had already visited and would return to spray for weeds, to do some re-mulching and to replace some trees.
November Tango Romeo General Business	Senior Vice President, Secretary, Hospital Liaison, Welfare, Publishing, Entertainment, Peacekeeping Christmas Party: There is much work to be done prior to the Christmas party. Assistance needed in collating prizes; help in cleaning up; there was a 'concertina' effect happening with the Ladies lunch, the Nat Exec meeting, Food Van events and Christmas Party. Closure times over Christmas: The centre will close on 18 or 19 December and re-open on 19 January or a week earlier. Five people would be on duty on the 'suicide watch', and Jim also offered to be available.
Break General Business	1041 - 1049 Workshop expenditure: Jim moved and Bob Jones seconded a motion approving the expenditure of up to \$1000 on electrical repairs and purchases in the workshops. Security over the break: Karen suggested that two members who live at Ridgecrest be asked to keep an eye on the place. Brian undertook to draft a letter which he admits with shame he did not do. Newsletter: There was talk of a newsletter to go out before the end of the year but his was subsequently replaced with a letter and invitation for the Christmas Party.
Next Meeting Meeting Closed	Thursday 19 February 2009 at 1000 hrs. Meeting was closed at 1115 hrs

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President

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Secretary