

Minutes - RCOG BOARD MEETING

Tuesday 3 September 2024 VENUE: OG Bowling Club

Meeting Opened – 3:30pm

1. Attendance:

	Jy	A	S	O	N	D	J	F	M	A	M	J
Paul B	XR	XR	XR									
John P	XR	XR	XR									
Kath V	A	XR	XR									
Lynne C	X	XR	A									
Meredith O	X	XR	XR									
Lyndy S	A	XR	XR									
Pearl M	XR	XR	XR									
Rod B	X	XR	XR									
Marita Greg	A	XR	A XR									

A = Apology X = Present R = Provided report

Minutes of Previous Board Meeting.

***Motion:** That the minutes of the August Board meeting be accepted as a true and accurate record of the meeting.*

*Moved: Rod Seconded: Paul **Carried***

2. Action Points from PREVIOUS Meeting

List of the activities that were allocated at the last meeting; when completed, they can be removed

ITEM #	TOPIC	PERSON /S RESPONSIBLE	FOLLOW UP ACTIONS/OUTCOMES	DATE ADDED	DATE COMPLETED
1	ATO/Income Tax and GST Requirements meet with accountant	MO/RB/JP	<p>Discussions/planning progressing; ATO feedback received; summary statement in Dropbox</p> <p>Update - the Club does not meet the criteria to pay income tax.</p> <p>We are waiting for the accountant to check regarding GST. 13/8</p> <ol style="list-style-type: none"> 1. Reporting revenue for income tax self review. 2. taxable income 3. Turnover for GST reporting requirements <p>We meet the requirement of being a community service organisation.</p> <p>Self review return is now postponed to March.</p> <p>John, Meredith & Rod will meet again with the accountant. 3/9/24</p>	March	ongoing
2	Kinship Carers	LC/LS	<p>Lynne to follow up a rep to discuss possibility of supporting their group with a Xmas function</p> <p>Guest speaker next week. 20/8. No Christmas function for Kinship Carers due to privacy concerns.</p>	June	Ongoing

			<p>Currently looking for another Volunteer group to support with a Christmas function. 13/8.</p> <p>Lyndy will circulate the Christmas list for members to decide who they may want to assist 3/9/24.</p>		
4	Review of Duck race	RB et al	<p>All accounts / commitments have been paid. Greg Leece pursuing insurance issues.</p> <p>Verbal report, it was great that Greg went to meet Barwon Coast to support Heather. They do not wish to stop the duck race, the issue is around indemnity within insurance which removes responsibility of Barwon Coast and DEECA. Heather is seeking legal advice and Greg has consulted with Don Shields.</p> <p>A letter is drafted to send to the Chairperson of Barwon Coast from Meredith. A Board member will be attending the meetings with Barwon Coast as well as Heather 3/9/24</p>	April	Ongoing
6	Meet with OGRE re ongoing sponsorship	PC/RB	<p>Met with reps; awaiting their decision. MOU ends in October.</p>	June	Ongoing

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- **Correspondence** - List important correspondence including emails/messages (See separate list)

Add Wombat program to list of things we might consider

Motion: That the correspondence inwards be accepted, and outwards be ratified.

Moved: Lyndy Seconded: Greg carried

5. **Reports** activities of interest/relevance; status updates

Admin. Reports:

- President’s Report (MO):
Volunteers and friends of Rotary are covered by insurance as long as they are on a sign in sheet and the roster.
Order of delegation that can be set by the President. The President can delegate to President Elect after they have attended PETS 1, then to Immediately Past Present, then to a Board member (preferably a past President).
Rules (by laws) of Ocean Grove Rotary - always the most recent document is the one we are operating under.

- Treasurer’s Report (JP):
Budget for administration has been added. A whole Club budget is now available.

Motion: That the Board accepts the Budget subject to fine tuning as discussed.

Moved: Rod Seconded: Paul carried

- Secretary’s Report (RB):
- Past President/Vice President’s Report (LC):
- President Elect’s Report (LS):
Junior Community Awards visits to schools are going well. The large majority of students are on track. A school Principal will be asked to speak at the awards night.

Kinship carers list is to be followed.

Short videos on Say No to Violence to be shown at Club meetings.

Lyndy will speak to Andrea about ways we can educate and engage members.

Discussion regarding social activities.

Service Chair Reports:

- Community/Environment (PM): (Dropbox) -
Risk Assessment submitted and approved for 100 trees activity.
Cadel Evans Ride, Pearl will circulate a list for people to indicate interest.
Say No Domestic Violence flyers placed in the toilets - great success. There is an option to place more flyers.
- International (KV) (& Public Image): (Dropbox)
Kath would like more social media activities and asked Directors to assist. Coming up is Art Show and Summer Markets will commence.
- Vocational (MS): (Dropbox)
Greg reminded people of the event at SeaRoads Ferries.
- Youth (PB): (Dropbox)

Motion: That all reports be accepted.

Moved: John Seconded: Pearl carried

6. Business on Notice –

ITEM #	TOPIC	PERSON RESPONSIBLE	FOLLOW UP ACTIONS/OUTCOMES	Date feedback required by (If appropriate)
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1	Cooperation projects with Bowling club for 2026	LC/RB/P C	Discussion outcomes with Nathan; Possibilities: Pill Box - yes Art Show - not this year OGFNC - would match Vocational - happening Art Show - not this year OGFNC - would match OG Park toilets - probably too big Pill Pack recycling (agreed \$500); 2025 plans to be developed. Criteria for allocation of club funds. Meeting on 26th August to discuss blister packs at the OGBC.	ongoing
2	Criteria for Allocation of Club Funds	MO	Proposal to be tabled. Updated draft and proforma in dropbox. Quick discussion which seemed to indicate general agreement. 13/8	July
3	Rotary & Mental Health	MO	Proposal to be tabled - updated after meeting on Monday 12 Aug.	July
4	Conference planning	LC/MW	Info in correspondence. Fri 31st March golf event 13th Beach. Friday 13th Beach. Showcase Friday and Sat 13th Beach. Sunday at the Sands. Wait until more information is available from the Conference Committee. 13/8	ongoing
5	EOY Funds allocation	PB	Consideration to be given to support Rotary Health - Koorie Nurse scholarship	Aug

1. General Business - items raised by members or discussion from Business on Notice.

- Membership procedures
Documents are to be submitted to the Board for editing, changes and approval by the Board.

- Board meeting dates
2nd Monday of month 3.30pm to 5.530pm.

- Criteria for allocation of funds
Meredith, John and Rod to discuss the prepared documents and come back to the Board.

- *Motion: That Kath Venters as Assistant Secretary be added as a signatory to Bank Accounts.*
Moved: Paul Seconded: Lyndy carried

- Rotary Community Group meeting
Two members will attend on behalf of the Club. No agreement to group projects will be made without consultation with the Board.

Action Points from THIS Meeting

ITEM #	TOPIC	PERSON RESPONSIBLE	FOLLOW UP ACTIONS/OUTCOMES	Date feedback required by (If appropriate)
1				
2				
3				
4				
5				

9. Next RCOG Board Meeting @ OG Bowling Club Monday Oct 14th - 3:30pm - 5pm

MEETING CLOSED AT: 5.45pm



THE ROTARY CLUB OF
OCEAN GROVE

Certificate of Appreciation

*Thank you for being a guest speaker at
our meeting this evening.*

*A donation towards a mosquito net has
been made through Rotarians Against
Malaria on your behalf.*

With thanks.

Guest Speaker

Meredith O'Neill
(President)

John Paton
(Program Director)

Correspondence (inward)

	Date	Source	Summary of detail	Suggested action
1		COGG	Cadel Evans Fundraiser opportunity	Information
		Gary Willson	GERN Communication	Information
		Lesley Shedden	Home stay host required	Information
		Inerplast	Report	Information
		Noel Emselle	Archive Report	Information
		Sandy gatehouse	Response re Insurance concerns	Information
		Beth Eustace	Membership documentation	Information
		Paul Brewster	Letter re Bursaries	Information
		Assorted Rotary Magazines		
		Assorted club newsletters		

Correspondence (outward)

	Date	Source	Summary of detail	Suggested action
		Meredith	Duck Race Insurance	Sent to Sandy Gatehouse

International Report – October 2024

For approval:

- Request for payment for Cambodian Rural Student Trust student. Second payment of \$1000US.
- Request for payment Rotarians Against Malaria of \$1000.

For discussion:

- Certificate to be given to guest speakers – suggested Draft. Currently we do not give anything to our guest speakers. We are donating to the DG's partner project of Rotarians Against Malaria, a certificate could be given to support this project.
- Use of square on iphone to take donations at the market if people have no coins and want to donate. I collected \$18 at the most recent market in around one hour. Suggest that those Rotarians who collect donations could be offered training and assistance with loading the software.
- St Jude's School in Tanzania <https://www.schoolofstjude.org/> – guest speaker and ask other Clubs to attend.

For noting:

- Playground for dismantling in Lancaster Avenue in Newcomb in late October. Rod G and David L have looked and see it as a small job without complications.
- Ocean Grove Rotary received a ShelterBox Silver Champion Award on 9/10/24. This is for donating at least \$3,000 per year for 3 consecutive years.
- Can everyone please look for opportunities for photos for social media? It would be great to have some of regular tree maintenance, look out maintenance etc.

Kath

Ocean Grove Rotary - International Committee - 2024-25 - Board Approved

Project	2024-25	Paid	Comment
Bali Smiles	\$2,000.00	\$200.00	Gede - shoes, clothes & bag for work.
Cambodia with Global Rotaracter Scholarship Program	\$3,000.00	\$3,000.00	paid
Playgrounds	\$400.00	\$140.52	
Rotarians Against Malaria - RAM	\$1,000.00	\$1,000.00	DG partner project.
RAWS - Water Project overseas	\$3,000.00		
Seven Women - Nepal	\$600.00		
SheterBox - Rotary partner	\$3,000.00		
Total	\$13,000.00	\$4,340.52	

Possible projects if additional funds become available.

Cambodian literacy project - Bellarine North	\$500.00
Interplast	\$2,000.00
Mount Martha Rotary - Birthing kits or water project in PNG	\$500.00
RARE - previously DIK.	\$2,000.00
Rotarians Against Malaria - RAM	\$1,000.00
Total	\$6,000.00

Meeting held: Tuesday 24/9/2024 at OGBC.

Attendee: Graeme B, Rod G, John P, Kath V, Meredith O, John K, Alan K, Marg C, David L

Apologies:, Chris W, Ann H, Neil T, Meredith O

Notes from the meeting:

- Welcome.
- Minutes for the September 3rd meeting were approved.
- Budget which has been approved by Board was discussed. Total of \$13,000 is committed. We have a list of additional projects if additional funds become available.
- Sungabha Nepal – Andrea visited.
- Playground dismantling – There is a playground Lancaster Avenue in Newcomb scheduled for late October.
- Bali Smiles sponsorship for this Rotary year requested.
- Rotarians Against Malaria guest speaker at our next Rotary meeting.
- Suggested guest speaker from Interplast.
- St Jude's School in Tanzania <https://www.schoolofstjude.org/> – guest speaker and ask other Clubs to attend.
- General Business

Next Meeting 5.30pm October 29th, 2024, Ocean Grove Bowling Club.

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- Certificate to be given to guest speakers – suggested Draft. Currently we do not give anything to our guest speakers. We are donating to the DG's partner project of Rotarians Against Malaria, a certificate could be given to support this project.
- Use of square on iphone to take donations at the market if people have no coins and want to donate. I collected \$18 at the most recent market in around one hour. Suggest that those Rotarians who collect donations could be offered training and assistance with loading the software.

For noting:

- Playground for dismantling in Lancaster Avenue in Newcomb in late October. Rod G and David L have looked and see it as a small job without complications.
- Ocean Grove Rotary received a ShelterBox Silver Champion Award on 9/10/24. This is for donating at least \$3,000 per year for 3 consecutive years.
- Facebook page has been recreated.
- Can everyone please look for opportunities for photos for social media? It would be great to have some of regular tree maintenance, look out maintenance etc.

Kath

PRESIDENT'S REPORT TO THE BOARD
23 September 2024

1. BOARD MEETING DATES

The Board meeting dates have been changed to the 2nd Monday of the month in the Boardroom of the Ocean Grove Bowling Club 3.30 – 5.30 pm. Please put the following dates in your calendar:

14 October 2024

11 November 2024

9 December 2024

10 February 2025

17 March 2025 – One week later due to Labour Day

14 April 2025

12 May 2025

9 June 2025 – King's Birthday may be subject to change.

2. BOARD VACANCY

Marita Scott has notified Meredith O'Neill by email that she is resigning from the Board due to family commitments. Meredith has approached four members of the Vocational Committee about considering Board membership and they have all declined due to other commitments. The Board will be asked to consider the vacancy at the next Board meeting including the possibility that we declare a general Board vacancy position open to all the membership to apply for.

3. GEELONG EMERGENCY RELIEF NETWORK PROPOSAL

Gary Wilson has notified Meredith O'Neill and Pearl McMillan that he is resigning from leadership of the GERN proposal and this was communicated to the Board at a special meeting on 17 September. This was discussed at the Community Services meeting on 24 September 2024. The Board was in the process of considering whether to continue with the GERN proposal in a modified form or withdraw from the proposal. Following communication with club members at the club meeting on 24 September the Board made an email decision to withdraw from the GERN proposal. There were several reasons for this decision. This was communicated by our Board to the Boards of the other clubs in our Rotary Community Group.

**4. ROTARY GEELONG \$100 K for 100 YEARS OF ROTARY PROPOSAL .
DONATION TO GEELONG COMMUNITY FOUNDATION.**

This proposal was circulated to Rotary clubs in our Rotary Community Group (RCG) and Meredith circulated information on this proposal to Board members prior to discussion at a special Board meeting on 17 September. This proposal was not placed on the agenda at the Rotary Community Group Planning Meeting on 22 September.

Our club has recognised 100 years of Rotary with the 100 Years Tree Planting Program in Ocean Grove.

5. ASSISTANCE TO OTHER ROTARY CLUBS

The club received an email with requests to assist Geelong East Rotary Club on the BBQ at the Geelong Show. The on line volunteer application process had closed soon after. At the RCG meeting on 22 September it was agreed to set up a RCG whats app group for the purpose of sharing information and passing on requests for assistance. By Monday morning the requests had started to come through and were going out to the membership. We need to work out how we are going to keep this manageable.

6. REVIEW OF FOOTY GATES

Thank you to Peter Cullen, Rod Greer, Graeme Chamberlain and Adrian Schmidt plus all the volunteers who spent hours on the gates. Thank you to Lyndy Stagg for attending the luncheon to receive the cheque. Peter reported to the club membership and indicated there were some matters we needed to review. We need to consider if a 6 day schedule is too demanding on our members and whether we could share the roster and distribution of proceeds with another club. There are also a few other member concerns to discuss.

7. GEELONG ROTARY COMMUNITY GROUP MEETING 23 SEPTEMBER 2024, 10 am – 3 pm and follow up.

This meeting was attended by Lyndy Stagg and Meredith O'Neill from Rotary Club of Ocean Grove plus two representatives from each of the other clubs. District Governor Lesley Shedden was in attendance. The session was led by Tonie Thiel who is the District Training Officer and who is not a member of our group. One club described this meeting as the launch of our Rotary Community Group (RCG) even though Meredith, Rod and Lynne plus representatives of the other clubs had already attended the establishment of the RCG on 1 March 2024.

Our RCG did not have a group leader and we were told we would need to get together more than quarterly. There is an expectation that our RCG is to come up with an RCG Growth Plan although we did not get very far with this at the meeting. We listed individual preferences for a group name and the group is now named the Barwon Community Group.

*After the meeting Barry Cooper, Secretary and Club Administration Chair of Greater Geelong Rotary offered to take up the role of Community Leader of the group. He has a background in academia and Accountancy and is a Fellow of Certified Practising Accountants (CPA). This appointment has now been confirmed.

The meeting commenced with some repetition of what we had done at the President Elect or PETS training and the District Training Assembly. These programs were also conducted by Tonie Thiel.

There was a brief introduction to the Regionalisation Pilot program and the term pilot was defined as 'test and learn'. New or additional resources prepared by the Regionalisation Pilot program were not presented. A key message was that the pilot was looking at bolstering support beyond what districts have previously provided.

The first workshop activity involved identifying and sharing the demographic characteristics of our club. We had to do an educated guess but if we had received notice of this task we could have researched the data from My Rotary. This was followed up after the meeting and is attached to the end of this report.

It was presented to the club membership at our meeting on 24 September. We received the message that as our demographics change some of the expectations that we place on our membership need to change. This includes physical tasks or activities.

The next workshop activity asked clubs to identify the Rotary programs, projects and activities we were involved in and this was reported back to the group and collated. Prior to commencement of this task there were no explanations of what was considered a Rotary program, project or activity and some clubs listed external programs or programs they just supported financially. There was discussion about the need to do another audit of club involvement and support for schools as there is some overlap and there are some new schools. An audit was commenced a few years ago and Ocean Grove sent in data but we did not hear further on the matter. It was suggested that Youth Directors from our RCG need to meet together regularly.

There was discussion about the use of Rotary and non Rotary volunteers and insurance implications. Don Shields informed us that there is no vehicle cover for use of our cars through Rotary insurance. Non Rotary volunteers on Rotary projects are covered under the Rotary policies if names are recorded. Torquay RC uses 'Friends of Rotary' volunteers on big projects. There was some support for using VCE – Vocational (Previously VCAL) students as volunteers in community projects.

There was a sharing of how our clubs are involved in environmental projects and we were able to present an impressive list that our club is involved with. There were some differences of opinion about the blister pack recycling project.

There was not an opportunity for clubs to outline their proposals for RCG involvement.

In the afternoon session we were asked about what we were doing 'to make our club 'irresistible to existing members and make people who were part of the club more engaged'. Members then shared suggestions which included a culture of fun, meeting variety, interesting guest speakers, time limits, removing some of the more formal parts of traditional meetings and different meeting types. We mentioned our 15 on me sessions. There was discussion of how we could remove barriers to people becoming members such as time, money and culture.

Some useful information:

Pauline Stewart has set up a closed Facebook page for Rotarians of Geelong to share information on our projects.

Michael Pierre Humbert, Lara and District RC has set up a Whats Ap group for communication about requests for assistance. Meredith thought this was a closed Whats Ap group but this may not be the case.

Don Shields can assist with visits or support for Barwon Valley School and he mentioned the Café skills and Horticulture skills for senior students.

We received feedback that the merger of the two Geelong clubs into the Rotary Club of Greater Geelong was working smoothly.

There are four satellite club proposals on the books for consideration:

- Geelong
- Ex RYLA participants
- Music
- Creswick

8. ROTARY FOUNDATION RECOGNITION

Lesley Shedden, District Governor, presented the Rotary Club of Ocean Grove with a Club Annual Donor, Level 1, 2024 Award and a Bronze Club Major Donor award. These awards were presented at the club meeting on 24 September.

9. DISTRICT CONFERENCE UPDATE

Lesley Shedden, District Governor, confirmed that the District 9780 Conference and dinner will be held at the 13th Beach Golf Club near Barwon Heads from Friday 21 to Sat 23 March. The morning conference session of the conference on Sun 24 March will be held at The Sands at Torquay. We have been approached to see if we are interested in running the Rotary Merchandise stall and we would receive 10% of the sales. There was an email sent out by the District Governor to ask if there are Rotarians who can provide accommodation for some conference attendees. Some Geelong clubs also received this email. There is an accommodation list being prepared and some talk of a shuttle bus to transport people to and from the conference. It may be premature for us to book our bus at this stage.

10. USE OF IMAGES IN ROTARY PUBLICATIONS AND ON SOCIAL MEDIA.

A club member approached the President with concerns about the use of childrens' images in a Rotary promotional brochure and I did some follow up on the Privacy Legislation and the implications for practices in our club.

Our club policy is that when we work with a school and have access to students through that school we are required to follow the policies of that school. The Department of Education updated its Privacy Policies (that incorporate the relevant legislation) in February 2024 and it is now mandated that all schools now follow these policies. Personal data includes photographs and the policy states that data collected for a specific purpose should not be used for another purpose.

It is another matter when we take and use photographs of children at public events such as the Duck Race or our markets. The practice of seeking verbal agreement may no longer offer us the required level of protection. It has become apparent that we do require further professional development to guide our actions on this matter. The material in Rotary Learning Centre may not be applicable as we require knowledge of how to be compliant with the Victorian law. Meredith is doing further follow up on the professional development that is available. In the meantime a useful guide is 'if in doubt then leave it out'.

11. DEMOGRAPHIC DATA OF THE ROTARY CLUB OF OCEAN GROVE

Membership Number and Trend

There are currently 59 active members of the Rotary Club of Ocean Grove. Membership numbers have been stable in recent years.

Length of Membership

7 members or 12% of our membership have been members for 30 years or more.
12 members or 20% of our membership have been members for 20 years or more.

26 members or 44% of our membership have been members for 5 years or less.
12 membership or 20% of our membership have been members for 2 years or less.

Conclusion

We have a mix of old and new members
There has been significant membership renewal in our club.

Age Distribution of Membership

We have no members under 50
We have 2 members in the 50-59 age group
We have 10 members in the 60-69 age group.
We have 39 members in the 70+ age group.
8 members did not report their age group.

Gender










41% female, 49% male.

Language


All members are from a background where English is the primary language.

Meredith O'Neill
President
Rotary Club of Ocean Grove
1 October 2024

Facebook

	Title		Date published ↑↓	Reach ⓘ ↓
<input type="radio"/>	 Ocean Grove Rotary Club member Andre... Rotary Club of Ocean Grove	Boost ...	29 September 14:31	7.4K Reach
<input type="radio"/>	 Your video Rotary Club of Ocean Grove	Boost ...	1 October 18:16	1.6K Reach
<input type="radio"/>	 #thebellarine #oceangrovepark #rotaryocean... rotarycluboceangrove	Boost ...	1 October 18:01	300 Reach
	 This post contains no text Rotary Club of Ocean Grove	Boost ...	29 September 21:34	135 Reach
	 Ocean Grove Rotary Club member Andre... rotarycluboceangrove	Boost ...	21 September 16:03	116 Reach
	 Donate now to support people affected by th... rotarycluboceangrove	Boost ...	5 October 19:33	70 Reach
<input type="radio"/>	 Our new Facebook page is online !! Long may... Rotary Club of Ocean Grove	Boost ...	29 September 17:45	25 Reach
<input type="radio"/>	 Rotary Club of Ocean Grove updated thei... Rotary Club of Ocean Grove	Create ad ...	29 September 14:17	22 Reach
<input type="radio"/>	 This post contains no text Rotary Club of Ocean Grove	Boost ...	5 October 08:12	19 Reach

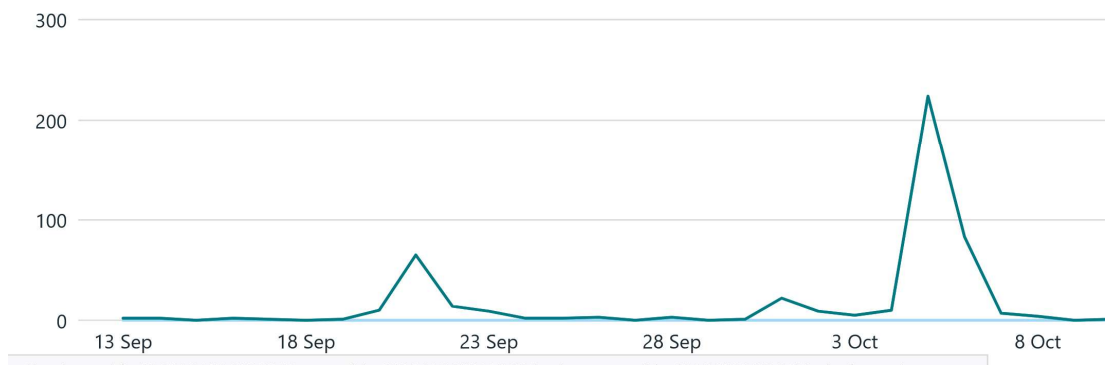
Instagram

 **Content overview**

All Posts Stories

Reach ⓘ
380 ↑ 245.5%

Content interactions ⓘ
37 ↑ 76.2%



 **Top content by reach**



Ocean Grove Rotary Summer Markets start this Sunday 6th October.
9am to 1pm
Ocean Rotary

#thebellarine
#oceangrovepark...

1 October 01:01


↗ 300 ❤️ 12
💬 0 ➦ 2



🌟 Ocean Grove Rotary Club member...

20 September 23:03

↗ 116 ❤️ 16
💬 2 ➦ 2



Donate now to support people...

5 October 02:33

↗ 70 ❤️ 2
💬 0 ➦ 0

Youth Committee Board Report for October 2024

1. Rotary Junior Community Awards programme going well.
 - a. Diaries collected 11th October for review by Youth Committee.
 - b. Format for Presentation Evening being discussed – date set 29th October 2024
 - c. Letters sent to participating schools inviting 2 members of staff and 2 students from each school to attend dinner as guests.
 - d. The 2 students above to be selected by each school. After selection, parents will be invited to attend dinner also but at own cost.
2. NYSF application for assistance with registration fees received. Adjustment to budget will make this possible.
3. Possible candidates for RYLA being followed up.
4. Work on Transition bursaries progressing - emails sent to schools.
5. Budget to be amended to take into account any change to items 1(b)
6. Choice of projects will be made to fit in with the budget allocated by the President/Treasurer and will be reviewed early 2025.