



## Meeting Minutes Convenors' Forum, Saturday 25<sup>th</sup> February 2023

**Held at: Swan Woodturning Group Clubroom \*Swan Senior Citizens Clubroom)**

**Commenced at 10 am**

**Chairperson Gary Taylor Deputy Swan Convener**

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Attendees: Brian Mather, Gary Taylor, Max Heath, Ian Ludford, Barb Jennings, David Finch, Charles Broadbent, Stuart North, Lex McLaughlin, Robin Campbell, Peter Compton, Adrian Bolton, David McLoughlin, Robyn McLean.

1. Welcome and administration by chairperson.

2. **Absences and Apologies.**

Neil George, Steve Horley, David Milton, Kerry Nichols, Mal Olston, Phil Bussanich, Domenic Italiano, Mike Miller, George Murphy

3. **Actions from Previous Minutes.**

3.1. Strategic Plan to be published on webpage: **Completed**

3.2. The Action Plan Table will be populated for monitoring – **Completed.**

3.3. Lottery West Funding Applications to be circulated to groups by CoM Secretary – **Applications are still pending until further notice**

3.4. – Manning Schedule to helping on the display at the Southlands shopping centre to be circulated by CoM Secretary: **Completed**

3.5. Groups to discuss providing a delegate for committee of management – **Ongoing.**

3.6. - Groups to consider the idea of a demonstrator's pool and having only two demonstrators for each weekend workshop: **Groups to decide**

3.7. Competition items for 2023 to be provided – **Completed.**

4. **Other Business from previous meeting**

4.1. CoM had been requested to review the travel allowance (rate per kilometre) – Has been updated and increased. Travel forms available on WAWA Website. - **Completed**

5. **General Business**

5.1 Meeting discussed at length the membership lists. There appears to be confusion as to which list is the most reliable. There have been examples of names not on lists and changes made to phone numbers and addresses that should not have changed.

There is one master copy on the web. However, the information is only as good as the information the administrator receives.

The current program performs a number of functions in addition to the membership list.

The group expressed the wish to have information as to those that have not paid fees by the end of September. This would give groups time to follow up on those that have not paid. David sends out lists throughout the year of those that have not paid. Due to the large number of renewals, there is a time lag from when people pay, and groups are notified. There could be a hold up at any one of the various stages. Could be inputting information or Banks and then notifying groups.

**Action;** David will send out a current membership list. Groups are asked to review these and notify him of any changes or inaccuracies. Robin Campbell will discuss with David Finch issues specific to her club.

**Action;** David will also send out list of unpaid fees by end of September.

5.2 The WAWA defibrillator requires about \$800.00 for servicing and new batteries. It was agreed not to spend the money. Lottery-west will not fund new defibrillators. Groups will make their defibrillators available during their Weekend Workshops.

5.3 Lex raised a number of issues being encountered by groups demonstrating at the Royal Show. Mandurah experiences difficulties with transporting their wood and tools on the train. Lex said he was happy to transport these. Other groups have experienced difficulties with no drop off point and needing to carry their tools and wood some distance. Discussed the viability with continuing participating in the Royal Show. It was felt that by participating it gave us good exposure to a wide audience.

**Action:** Groups to discussion continuing to participate during the Royal Show.

**Action:** Lex will discuss with Steve Horley what support his group needs during Royal Show week.

5.4 Competition Items – Discussed the possibility of the last demonstration of a weekend workshop to be the next competition item for the next weekend workshop.

**Action:** Groups to discuss. This would be for 2024 year as many groups have set their calendars for this year.

5.5 Ian raised the issue that little information is online regarding Woodturning training. The search takes you to the Claremont Mens Shed site. This is a major concern that needs to be addressed. Melville provides evening woodturning training classes. When the new shed is opened they are planning to increase the number of day and evening classes. They are also reviewing their training program. Their training program is available to other groups if they would like to use it. It was suggested to revisit the Training Manual that was developed by Jim Cameron.

The issue of having formal qualifications to teach woodturning was raised. There was mixed views amongst the group. Discussion for another time.

**Action:** Groups are asked to send what training information that the clubs are using or accessing to Ian.

5.6 Noel Moyes Audio Visual support person is retiring. Therefore, WAWA needs a new coordinator or AV people to help out on the days of a weekend workshop.

**Action:** Groups are asked if any of their members would be available to help when they attend the Weekend Workshops.

5.7 Discussed the Open Competition venue for August. Since the Woodshow has ceased new venues are required. Last year Southlands was the venue. Participants commented that

few community people watched the demonstrations. More discussion is required as to where to hold it next year and if August the best month. Busselton, Rockingham or Joondalup were suggested as possible venues. Holding events over two or three days or holding events at country and metro over a three-month period. Busselton Shire is very supportive of events. Is the event worth continuing with? Are we getting value for money and does it result in new members.

**Action:** Groups to discuss.

- 5.8 STEP forms are in online. Members are asked to complete this survey to help gain information as to the way forward. Ian is making it a PDF form.

## **6. Other Business**

- 6.1 Melville reported that they are hoping to have their new premises open by the end of March. Hopefully sooner. Switch board to be sorted. Groups can visit on a Wednesday. Official invitations for opening will be sent out to Secretary.
- 6.2 Competition items – Ian reported that Beginner's comp. Group is going strong. Novice Group is well down on items.
- 6.3 Stuart reported that the Joondalup Group is working with Joondalup Community Shed. The space will be shared with up to 20 community groups. Will have space to leave their equipment. This option could be a couple of years away.
- 6.4 Barbara advised that more judges are required. Training will be provided.

**Action:** Groups to provide names of those interested in being a judge via online form.

**Meeting closed at 11:40am**

Next Meeting: To be hosted by Melville group on Saturday 29<sup>th</sup> July 2023.