# ALGWA WA Branch

Meeting 8th June 2020

Held via ZOOM video conference.

Present: Karen Wheatland, Terresa Lynes, Dale Piercy, Chontelle Stone, Chamonix Terblanche, Amanda Lovitt

Apologies: Samantha Fenn, Alys McKeough, Cathering Erdhardt

The meeting opened at 8:00pm

Given the meeting attendance, it was agreed that only urgent business would be discussed.

1. **PRESIDENTS REPORT**

Karen Wheatland gave a verbal Presidents report.

Meeting attendees were acknowledged as was the current pressure everyone in Local Government is under due to COVID-19 and social distancing restraints.

Members present were congratulated for their continued commitment to the WAWAs and a note was made to reach out to WAWA members shortly to see if they require any additional support during this time.

The Department of Local Government will be contacted for an update regarding the progress of the acknowledgement of all Women in Local Government Honour Board project to be presented at the next meeting.

1. **ALGWA NATIONAL REPORT**

No report available

1. **TREASURY REPORT**

Main account 10814576 $4,869.36

Term deposit 50241184 $10,217.74

Note - Karen yet to submit a reimbursement claim for invoices paid

Invoices for 2020/21 to be sent out by the End of the Month

Financial report for 2019 completed for ALGWA National Meeting, will enclose with minutes.

Accounts need to be audited in time for the AGM.

**MOTION:**

“That WAWAs appoint an auditor to conduct an annual audit of the finances of the Association”

***Moved***: Chontelle Stone ***Seconded***: Amanda Lovitt **CARRIED**

**MOTION:**

“That WAWAs investigate a structure for honorariums to be paid to the President and Secretary and put to members for voting at the next AGM”

***Moved***: Terresa Lynes ***Seconded***: Amanda Lovitt **CARRIED**

1. **ADMINISTRATION**

An online hub of the Associations documents was requested.

**MOTION:**

“The secretary to create a WAWA Google Drive account”

***Moved***: Chamonix Terblance ***Seconded***: Terresa Lynes **CARRIED**

Amanda Lovitt offered to assist with checking the Associations emails

**MOTION:**

“Allow WAWA email access for Amanda Lovitt”

***Moved***: Karen Wheatland ***Seconded***: Chontelle Stone **CARRIED**

Chamonix requested access to the WAWA Facebook page as admin to post her interview videos once created.

**MOTION:**

“Allow WAWA social media access for Chamonix Terblanche”

***Moved***: Karen Wheatland ***Seconded***: Chontelle Stone **CARRIED**

1. **E-MEETING PLATFORM**

The Presidents recommended paying for a Zoom upgrade for the WAWAs to alleviate time restrictions from meetings.

**MOTION:**

“Karen to pay for the $20.99 per month package upgrade to the WAWA zoom account and seek reimbursement .”

***Moved***: Amanda Lovitt ***Seconded***: Chamonix Terblanche **CARRIED**

1. **CONSTITUTION**

The WAWA constitution was returned from being reviewed by Kott Gunning who deemed it compliant with the Associations Incorporations Act. A letter to the department requesting a deadline extension is required to give more time for the members to vote on changes and adopt these.

**MOTION:**

“That the President write to the Dept requesting an extension of time for the constitution amendments”

***Moved***: Karen Wheatland ***Seconded***: Terresa Lynes **CARRIED**

A meeting for the committee needs to be hed to eek out any last minute changes before being presented to the members for review and voting.

**MOTION:**

“That a Special meeting be convened to deal with constitutional updates”

***Moved***: Chontelle Stone ***Seconded***: Dale Piercey **CARRIED**

1. **SUB COMMITTEES**

It was noted that a delegation of duties is required to ensure all committee members have an opportunity to make meaningful contributions to the WAWAs. The duties were divided into 3 categories and nominations sought to chair each sub-committee.

* Grants Committee
* Membership Commitee
* Events Committtee

**MOTION:**

“That Dale Piercey be appointed as chair of the Grants Committee”

***Moved***: Karen Wheatland ***Seconded***: Terresa Lynes **CARRIED**

**MOTION:**

“That Amanda Lovitt be appointed as chair of the Membership Committee”

***Moved***: Chontelle Stone ***Seconded***: Dale Piercey **CARRIED**

**MOTION:**

“That Terresa Lynes be appointed as chair of the Events Committee”

***Moved***: Chamonix Terblanche ***Seconded***: Chontelle Stone **CARRIED**

Position descriptions were to be drafted by the Secretary and sent to each chair.

1. **EVENTS**

**WAWA AGM**

A discussion into the best time to hold the AGM was tabled, with the outcome being to leave the date as normal and hold it on the 6th August at 7pm.

**100 years of Women in LG**

The Minister is still keen to hold a celebratory event in honour of Elizabeth Clapham at the Town of Cottesloe. It was discussed that the timing of the event could be in November, which would be significant as Elizabeth was elected in November.

**WAWA Sundowner**

The Governor is still happy to have the WAWAs host an event at the Governors house, the timing discussed was August, with the Events Committee to help organise and finalise details.

**Bassendean**

The Mayor of Bassendean has reached out and is interested in holding an event for the 100 years of Women in LG. The events committee to investigate further.

1. **PROJECTS**

**Diaries**

Just a reminder for everyone to send in BIOs and phots

**Memorial to Elizabeth Clapham**

Anidea was put forward to speak with the Town of Cottesloe regarding the potential for naming of a street or laneway after Elizabeth Clapham. Amanda Lovitt to investigate further.

**Interviews**

Chamonix has requested a list of names and contact details for the WAWA interviews. The Secretary will forward the members list.

**Honour roll**

The Honour roll page on the website has been created, however needs the list of Women elected to Local government including the year, the locality and names. Amanda to assist with the information gathering.

1. **GENERAL BUSINESS**

Dale suggested trying to increase membership of the WAWAs to 100 women for 100 years. The Membership committee to investigate further.

It was suggested to try and do a round table of whats happening in each area per meeting.

Terresa suggested writing an opinion piece regards the LG response to COVID19, requested all WAWAs send her details of what their councils are doing.

It was noted that a number of Committee Members have not been actively participating in WAWA activities or meetings nor submitting apologies. We need people to commit to the WAWAs and actively contribute to share the workload.

**MOTION:**

“Under section 12.1 of the WAWA constitution, that Kate McCullough and Jennifer Critch be removed from the WAWA committee”

***Moved***: Chontelle Stone ***Seconded***: Karen Wheatland **CARRIED**

Meeting closed at 9:16pm