

4. **Operational Issues**

4.1 **Financial Reports**

As the Finance Officer has been on leave, these are not available. The December and January reports will be ready for the February meeting

5. **National Issues**

5.1 **Report on National Planning Day and National Activities**

J Coombe reported on the outcome of the planning day held in November where a range of actions was agreed and responsibility for their execution allocated. Since then a further workshop has been proposed by the National President to focus on the relationship between the national and state officers. It was agreed that such a workshop should be deferred until the agreed actions have been carried out.

It was moved J Coombe, seconded J Trotter
That South Australia supports the continuation of two state representatives on the national board

Carried

It was moved J Coombe, seconded J Trotter
That South Australia supports the retention of a member based national board rather than the introduction of independent representatives

Carried

6. **Strategic Issues**

6.1 **Review of LGMA SA constitution**

The revisions to the constitution are being drafted by H Lawler and M Withers for dissemination to the membership for comment. The final version is to be presented to a Special General Meeting to be convened to coincide with either the LGA AGM in April or the LGMA Congress in May

6.2 **Review of Categories of Membership**

The draft document was discussed. It was agreed to consider adding a category of Corporate Membership. Information is to be collated by H Barclay and C Atkinson for the February 12 meeting. J Kerr is to forward the IPWEA SA information on Corporate Membership.

6.3 **Role of Board Members**

It was noted that the reference to absences from two consecutive meetings needs to be congruent with the revised constitution

It was moved M Withers, seconded R Peate,
That the document outlining the Role of Board Members be adopted

Carried

6.4 **Membership Fees**

It was moved M Withers, seconded R Peate
That H Barclay and C Atkinson make recommendations re membership fees at the February 12, 2010 meeting and that the Board determine the final fee structure.

Carried

6.5 **Engagement/utilisation of members**

A paper is to be presented at the next meeting

6.6 **Marketing**

J Kerr is to provide to J Trotter and J Myhill the previous market research findings and action plan

6.7 **Community Managers Group SIG Proposal**

It was moved H Lawler, seconded M Withers
That P Di Iulio and D Hitchcock be the representatives to engage in discussion with the CMG regarding their proposal

Carried

6.8 **Annual Business Plan / Strategic Plan**

This is to be included in the February 12 agenda

6.9 **Date for next Planning Day**

This is to be included in the February 12 agenda

7. Items for Noting

7.1 President's report

It was moved C Atkinson, seconded M Withers

That the LGA SA be invited to provide in writing their position regarding training and any overlap between LGA SA and LGMA SA.

Carried

7.2 Executive Director's Report

There was discussion regarding the Management Challenge and the number of teams participating, and the likely impact of this on Awards Dinner numbers

8 Any Other Business

8.1 Report on discussions with LGA SA

This was addressed in item 7.1 above

8.2 Venues for meetings of the Divisional Board

It was agreed that these be rotated across councils. J Kerr is to email Board members seeking offers of hosting

8.2 Proposal for additional workshop, state and national LGMA

This was addressed in item 5.1 above

9 Next meeting

The next meeting is scheduled to be held on Friday February 12 at the City of Campbelltown

10 Close

The meeting closed at 11:15am

CONFIRMATION

The Minutes be signed as a true and correct record.

Chairman:-----

Date: 12/02/10

	Action	Who	When
1	Folder to be kept of promotional material featuring Corporate Partners	Jo Sinclair	June 2010
2	Revised constitution to be disseminated for comment then presented to a Special General Meeting	H Lawler/ M Withers/ T Sexton	April 2010
3	Information on Corporate Membership category to be collated and presented to the Board	C Atkinson, H Barclay	February 12 2010
4	Recommendation re membership fees to be presented to the Board	C Atkinson, H Barclay	February 12 2010
5	Paper to be prepared on engagement of members	R Peate	February 12 2010
6	Market research information to be provided to J Trotter and J Myhill	J Kerr	January 2010
7	Annual business plan/ strategic plan and planning day to be included in agenda	T Sexton	February 12 2010
8	LGA to be invited to write re their position on training overlap	H Lawler	February 2010
9	Board members to be invited to host meetings	J Kerr	January 2010