



MINUTES FOR THE LGMA (SA) DIVISIONAL BOARD MEETING

Friday 11 June 2010 commencing at 9.30am

LGA 148 Frome St Adelaide

1 Present

Cate Atkinson (Chair)	Heather Barclay
John Coombe	Rebecca Thomas
David Hitchcock	Jim Myhill
Russell Peate	Mark Withers
Jane Trotter	Taryn Sexton

Absent

Paul Di Iulio

2 There were no Items for “Any Further Business”

3 Minutes of Previous Meetings

Mark Withers moved:

That the minutes of the meeting held on 12 February 2010 be confirmed.

That the minutes of the meeting held on 23 April 2010 be confirmed.

That the minutes of the meeting held on 16 May 2010 be confirmed.

Seconded: David Hitchcock

CARRIED

4 Business Arising

4.1 Report on discussions with LGA was deferred until the next meeting.

5 Finances (D Hitchcock)

5.1 **Financial Report** (see separate attachments for Feb, Mar, April figures)

John Coombe recommended:

That the LGMA (SA) Divisional Board

1. note the financial report
2. receive a verbal update on activity to date

Seconded: Rebecca Thomas

CARRIED

5.2 2010 / 2011 Budget

Mark Withers recommended that:

- 1.) That the interim budget be adopted pending the presentation of a revised budget which accounts for the outcomes associated with the Business Planning process (including the Marketing Plan, Financial Systems Review and associated recommendations.)
- 2.) The Board set the Annual Membership Fee at the 9 July 2010 meeting
- 3.) Anna Huff's contract is extended by 6 weeks (until 13 August 2010) by which time staffing decisions included in the Business Plan will have been made
- 4.) No wage increases are given pending Business Plan adoption
- 5.) \$2000 is set aside to provide a scholarship in line with the SALGC agreement

**Seconded: Jane Trotter
CARRIED**

6 President's Report (to be noted)

John Coombe recommended:

That the President's report be received.

**Seconded: Mark Withers
CARRIED**

7 Executive Director's Report (Taryn Sexton)

David Hitchcock recommended:

That the Executive Director's Report be received.

**Seconded: Jim Myhill
CARRIED**

8 National Issues (John Coombe and Jane Trotter)

Rebecca Thomas recommended:

That the Divisional Board notes the National Report and National Issues Report.

That the Divisional Board defers consideration of the nine part recommendation made by John Bennie to the next meeting.

That the SA Divisional Board advise the National Office of our preference for the development of a model that represents elements of Models One and Two.

**Seconded: Jane Trotter
CARRIED**

Mark Withers recommended:

That the Divisional Board endorses the shared cost to each Division of the National Federation Strategic Planning Session.

Seconded: Heather Barclay

CARRIED

9 Strategic Issues

9.1 Review of LGMA SA Constitution

David Hitchcock recommended:

That the Divisional Board considered the concern expressed by a member about the removal of the Retired Member category but noted that these members are to be incorporated into the Ordinary Member Category.

Seconded: Jane Trotter

CARRIED

9.2 Community Managers Group SIG proposal update (Paul Di Iulio / David Hitchcock)

Russell Peate recommended:

That the LGMA (SA) Divisional Board

1. endorse the principle of establishing the Local Government Community Managers Group (LGCMG) as an appropriate interest group or subcommittee;
2. authorises the Executive Director to further liaise with the LGCMG to establish principles of agreement and suitable terms of reference for further consideration ;and
3. receive a further update report at the next Board meeting with relevant recommendations.

Seconded: Jim Myhill

CARRIED

10 Standing Items

10.1 Corporate Partnerships Update

It was noted that M Withers and T Sexton met to review the Awards Categories and criteria and that a review of Corporate Partner packages is underway for an August / September launch. The cocktail function will be timed with the launch.

10.2 Business Plan

A Marketing Plan Update was deferred.

Setting a date for the Planning Day was deferred.

11 New Business

- 11.1 A report on the Executive Mobility Project of the Public Sector Performance Commission was tabled.
- 11.2 TAFE/ LGMA / LGA MOU – deferred to the next meeting pending further information.
- 11.3 An update on the Year of Women in Local Government Activities was provided by Jane Trotter and Taryn Sexton.

12 Any Further Business

Clarification was sought regarding the composition of the National Board. It was noted that National Board would continue to have 2 Directors from each State Division.

13 Forward Meeting Dates and dates for noting

All meetings scheduled for a 9:30 am start

- Friday 9 July** **LGMA**
- Friday 13 August** **Alexandrina Council**
- Friday 10th September** **Charles Sturt**
- Friday 8 October** **City of Playford**
- Friday 10 December** **Local Government House, corner Flinders and Frome**

The meeting closed at 11:20 am

ACTIONS

Action	Who	When
Minutes of previous meeting to be signed and copy to be put on website	T Sexton	Ongoing
Finance systems to be updated	T Sexton, D Hitchcock	July Board Meeting
Marketing Plan component of Business Plan to be created	J Myhill, J Trotter, Taryn Sexton	July Board Meeting
Planning Day date to be determined	T Sexton	
Letter to be written to H Lawler thanking him for his service to the Board	C Atkinson	ASAP
Establish principles of agreement and suitable terms of reference for LGCMG for further consideration	T Sexton	July Board Meeting
Provide further information Re: TAFE MOU	T Sexton	July Board Meeting

Signed by Chair:

Date: