



MINUTES FOR THE LGMA (SA) DIVISIONAL BOARD MEETING

Friday 13 August 2010 at 9.45 am held at Alexandrina Council, Goolwa

1	Present	Cate Atkinson (Chair)	Mark Withers
		Paul Di Iulio	Jane Trotter
		Jim Myhill	Rebecca Thomas
		John Coombe	Taryn Sexton

Apologies D Hitchcock, Russell Peate, Heather Barclay

2 Items for “Any Further Business”

- SA issues for SOLGM
- Anna Huff's resignation

3 Confirmation of Minutes of Previous Meetings

Mark Withers moved:

That the minutes of the meeting held on 9 July 2010 be confirmed.

Seconded: Jane Trotter

CARRIED

4 Business Arising

4.1 Report on discussions with LGA

The President reported on recent discussions with the LGA and highlighted that in the context of a full review of LGMA (SA) program there are opportunities for LGMA(SA) to deliver some existing LGA programs. These will be further investigated and a full report to the Board with recommendations will be presented at a future meeting.

Consideration would also be given to producing a calendar of events to be jointly sent out with the LGA Training calendar in order to better market events and offer one comprehensive resource to HR advisors and managers within the sector.

4.2 Finance Review / Secretariat Agreement

This item was deferred to the next meeting.

5 Finances

5.1 Draft End of Year Financials

The year end results were briefly discussed and it was noted that the figures were not yet final but that the end result would not differ dramatically.

5.2 Ratification of Corporate Member Fee

Mark Withers moved that:

- The Finance Report be received.
- The implementation of a Corporate Member category is deferred.
- The Membership Subcommittee will review the Corporate Member Category to define its purpose and make recommendations on a fee.

Seconded: Rebecca Thomas

CARRIED

6 The President's Report was tabled.

Jane Trotter moved:

That the President's Report be received.

Seconded: Rebecca Thomas

CARRIED

7 The Chief Executive Officer's Report was tabled.

Mark Withers moved that:

The Chief Executive Officer's Report be received.

Seconded: Jim Myhill

CARRIED

8 National Issues Report

John Coombe moved that:

- 1.) The Divisional Board of LGMA (SA) view the role of Directors on the National Board as representing the views of their respective state, subject to their fiduciary duties.
- 2.) Full and complete National Board papers should be circulated 2 weeks in advance.

- 3.) The Roles and Responsibilities document circulated be endorsed with the exception of 3.1 International Projects.

Seconded: Jim Myhill

CARRIED

9 Strategic Issues

9.1 Community Managers Group SIG proposal update

The following from the Chair of the Community Managers Group Coordinating Committee was noted:

“The members of the Local Government Community Managers Group Coordinating Committee have unanimously endorsed the proposal to form a Community Managers Network of the LGMA (SA) consistent with the email and attachment from Taryn Sexton dated 15 July 2010 and considered and endorsed in principle at the CMG meeting of 16 July 2010. We look forward to advancing this model with you over coming months. This is expected to be formally ratified at our meeting on Friday 27 August 2010.”

10 Standing Items

10.1 The Corporate Partnerships Update was tabled.

It was noted that the **Corporate Partner Cocktail Function will be at 5:30 pm on 23 September at Chesser Cellars.**

10.2 The Business Plan Progress Report was tabled.

10.2.1 Membership Strategy

Rebecca Thomas and Jane Trotter volunteered to be on the Membership Subcommittee together with the CEO and Membership / Communications Manager.

10.2.2 Update on Programs

Executive Management Program

There are 11 registered and the program will commence 24 August. The minimum number from a financial perspective was 7 so the program will proceed.

Ignite

Only 4 Registrations for the Ignite program have been received. A discussion occurred about the viability of running this program and the Board determined to cancel the Intake scheduled to commence in two weeks and assess its future in the context of the Program Review referred to in Item 4.1

10.2.3 New website Demonstration

Due to time constraints, a brief demonstration of the new website was scheduled to take place after the Board meeting.

11 New Business

- 11.1 Country CEO Committee Member of the Local Government Research & Development Scheme Advisory Committee

John Coombe recommended:

That Russell Peate be endorsed as the Country CEO Committee Member of the Local Government Research & Development Scheme Advisory Committee.

Seconded: Mark Withers

CARRIED

- 11.2 AGM / Succession Planning

The following people will retire at the next AGM creating 4 vacancies:

Jim Myhill

Paul Di Iulio

Rebecca Thomas

John Coombe

The Board also intends that Mark Withers fill the role of Immediate Past President in 2010/2011 due to the vacancy created by Huxley Lawler's resignation.

12 Further Business

- 12.1 Jane Trotter advised that SOLGM in NZ is meeting to address major challenges / changes facing local authority Chief Executives. The National President has been asked to speak at this event and has requested that each state provide two or three issues that could be the basis for his presentation.

The issue of social media and its use by both councils and members of the public to express their views on council initiatives was suggested as a major issue.

Due to time constraints all Board members are asked to advise the CEO of their suggestions for collation and circulation.

- 12.2 It was noted that the CEO accepted Anna Huff's resignation from the position of Executive Assistant yesterday afternoon. Due to the fact that the secretariat agreement is due to expire in less than a year and is currently under review (Refer Item 4.2) it is not an ideal time to recruit a permanent replacement. Ideas were shared on possible solutions.

- 13 A Presentation on Alexandrina's Water Initiatives was given to the Board by Neville Styan, General Manager of Infrastructure Services, Alexandrina Council.

13 Forward Meeting Dates and dates for noting

All changes highlighted.

23rd September Corporate Partner Cocktail Function, **Chesser Cellars, 5:30 pm**

NOTE: SEPTEMBER BOARD METING CANCELLED

Friday 8th October Div Board Meeting, City of Playford, 9:30 am

Friday 29th October LGMA SA AGM Crystal Room, Stamford Plaza

Friday 10th December Div Board Meeting, LGA, 9:30 am

Friday 4th March LGMA SA State Conference (tentative)

March 21st - 25th Management Challenge Week

Friday 15th April LGMA Awards Night, Hilton Ballroom

The Meeting closed at 12:15 pm

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	October Board Meeting
Planning Day date to be determined	T Sexton	
Continue discussions with LGA	C Atkinson, T Sexton	Ongoing
Membership Subcommittee to meet and come up with recommendations re: Corporate Member category	J Trotter, R Thomas, T Sexton, M Curyer	Prior to Oct Board meeting

The meeting closed at 11:55 am

Signed by Chair:

Date: