

WICEN (Vic.) Inc. Committee of Management

October 10th, 2008 DRAFT Minutes

Thursday October 10th, 8.00 pm

Venue: VK3XMU Home QTH

1. **Attendance:** John Kerr VK3BAF, Mark Dodds VK3XMU, Paul Elvey VK3YYF, Gordon Cornell VK3FGC, Gerard Werner VK3GER
2. **Minutes of previous meeting** held on September 11th 2008 at ARV rooms in Ashburton. Minutes accepted as read. Moved Mark VK3XMU and seconded Gordon VK3FGC.
3. **Business arising**
 - 3.1 Y2K equipment upgrade – held over, as Paul VK3XDE was not present.
 - 3.2 WIA Affiliation. Mark VK3XMU read out a letter received from the ARV Council. In summary: ARV does not accept the motivation of WICEN Vic to sever its constitutional link to ARV (trading as WIA Vic Inc). John VK3BAF to draft a reply.
 - 3.3 WICEN Caravan – Gordon VK3FGC to arrange for modification of a Hills mast and suitable clamps. 3 radios ex John Bell VK3YD to Gordon for the caravan.
 - 3.4 ‘Maintain Safety at an Incident’ training –Gordon 3FGC – nil to report.
 - 3.5 Liaison with DSE – Gordon 3FGC – nil to report.
 - OH&S Procedures for plant and equipment
 - Formalisation roles performed for 2003 & 2007 fires
 - Providing assistance for DSE radio operators
 - 3.6 Compensation claims. Instruction to treasurer Paul VK3YYF to send a cheque for \$350 to pay for damaged rear windscreen of the vehicle of Andrew VK3HFT.
 - 3.7 VK5 web hosting – Mark VK3XMU to email VK5 re cost due by excess usage.
 - 3.8 WICEN and Hepburn Exercise Comms in October – Gordon VK3FGC took part on Wednesday 9th of October. Tested a new relief center, with new message books used by the Council, These are not compatible with the WICEN message forms.
 - 3.9 Membership fee – Gerard to inform Carol (Membership Officer) of latest details.
 - 3.10 Safety Policy – John VK3BAF presented text for the clause. Accepted by members present. Mark 3XMU to convert document to PDF and return to 3BAF.
 - 3.11 Equipment storage – 3XMU – No action as yet. John 3BAF to obtain quotes in the area around Monash/Clayton.
 - 3.12 VPC Exercise – Held over. Will be in April 09.
 - 3.13 T-connector polarity – Mark 3XMU to write about it for next newsletter to all WICEN VIC members
 - 3.14 Honour board update – John 3BAF – held over
 - 3.15 Graham Day missing from list of possible event commanders – Fixed by Mark 3XMU
 - 3.16 Offers of batteries ex Telstra via Paul 3YYF – removed from agenda.
 - 3.17 Equipment at John Bell’s – To be removed soon. Depending on short term storage space becoming available.

4. Correspondence

Incoming

4.1 – letter from ARC Council

4.2 – two membership applications (VK3HCJ and VK3FISK) Region Coordinator to endorse before acceptance.

4.3 – email from Carol re 15 year membership and badges to be produced.

Outgoing - nil

Correspondence moved by Paul VK3YYF and seconded John 3BAF

5. Reports

5.1 – Treasurer – Paul VK3YYF- moved 3YYF, seconded 3FGC

5.2 – Radio – 3XDE – nil

5.3 – Data – data group in ‘sleep mode’ nil to report.

5.4 – Publications – 3XDE – nil

5.5 – training – 3XDE – nil

5.6 – Property – 3FGT – nil

5.7 – Membership – nil

5.8 – Emergency Management Meetings, Gordon 3FGC announced 3 forthcoming exercises. Awaiting details.

6. General business.

6.1 – Mark 3XMU notified the Committee to step down from his position of Secretary due to work and family commitments. But to remain on the Committee of Management. John 3BAF expressed his appreciation of the work Mark has done over the past years. John 3BAF to ‘do the rounds’ for a suitable candidate. Gerard 3GER offered to take care of the Minutes etc for the next few months, until a minute secretary is found.

6.2 – Post office 3XMU to continue to check mail box and make contents available to John 3BAF

6.3 – Gerard 3GER to contact Membership Officer. When membership due from Jan 09 to be informed that the membership fee has changed from \$1 to \$10 per year. Payment preferred in same intervals as current validity of photo ID card (5 years).

6.4 John 3BAF to send a thank-you letter to John Bell VK3YD thanking for the donation of radios.

6.5 John 3BAF stressed the importance of event applications and relevant information (id the number of radio operators), as a copy is forwarded to the Police.

6.6 Batteries available via Paul 3XDE. Very big and heavy.

6.7 Application by Mind Australia for comms and logistic support for the 100 Mile Rooftop Run in March 09. After extensive mapping surveys and expert advice from Greg 2EXA and Bob 3XF, John 3BAF has informed Mind Australia that WICEN is not equipped for a 3-day event in the high country.

Meeting closed at 21.20

Next Meeting Thursday November 13th at ARV Rooms at Ashburton, commencing at 8 pm.