

## WICEN (Vic) Inc. Committee of Management

### Minutes of meeting – Thursday 14 March 2013

**Meeting commenced** – 8.05pm

**Venue** – WICEN (Vic) HQ, Box Hill South

1. **Attendance** – VK3s ZR (Minutes), FGC (Chair), XDE, YYF, BP

**Apologies** – VK3FR

2. **Minutes of previous meeting** – **Moved** VK3ZR, **Seconded** VK3BP, **Carried:** *That the minutes of the previous meeting be confirmed.*

3. **Business arising from minutes**

- **Buninyong Fire Tower repeater** – Photos of empty racks awaiting equipment provided by ARV
- **Data Group** – VK3IFM willing to be appointed as Data Group Coordinator  
**Moved:** VK3ZR, **Seconded:** VK3XDE, **Carried:** *That Ian Morris VK3IFM be appointed Data Group Coordinator*
- **Membership Expiry**
  - VK3ZR to table a list of the names of those whose membership renewals fall due later this year, together with their training status
  - 3ZR to generate report for RCOs of members whose membership is expiring, and the training they require.

4. **Correspondence**

**Inwards** –

- ACMA re 2300-2302 MHz re-allocation
- ACMA VK3AWI renewal
- Aust Post Mitcham PO Box renewal  
**Moved:** VK3BP, **Seconded:** VK3ZR, **Carried:** *That the Mitcham PO box not be renewed, and WICEN mail be redirected to the Wattle Park PO box.*
- Australian Journal of Emergency Management Vol 28 No 1
- ACNC Registration form

**Outwards**

- ACMA Application for license fee exemption or concession
- ACMA Letter claiming exemption for VK3AWI renewal fee
- F. Storey VK3JM – Letter to support compensation claim by confirming that the Murray Marathon was an emergency training exercise.
- WIA Public liability insurance declaration  
**Moved:** VK3BP, **Seconded:** VK3XDE, **Carried:** *That the email decision to increase the public liability insurance cover to \$2,000,000 be confirmed.*

**Moved** VK3ZR, **Seconded** VK3YYF **Carried:** *That the Inward correspondence be received and the Outward confirmed.*

5. **Business arising from Correspondence** - Nil

## Reports

### - Treasurer

	12/02/13 – 11/03/13	Year to 11/03/13
Income	\$104.10	\$11,624.35
Expenditure	\$3,234.32	\$9,359.36
Account Balance		\$34,065.83

**Moved** VK3YYF, **Seconded** VK3BP, **Carried:** *That the Treasurer's report be received.*

- **Radio Officer** – Bonnie Doon Rally cancelled due to fire conditions. To be included in next month's agenda
- **Data** – Questions for Data Group:
  - HF Data throughput estimates in terms of
    - time to send a scanned handwritten page
    - time to retype and send a handwritten page
    - time to retype and send a typewritten page
    - time to OCR and send a typewritten page
- **Publications** - Nil
- **Property** - Nil
- **Membership** – Nil
- **Website** – Changes email now only sent if there are changes to report
- **Emergency Management Meetings** – Nil

## 6. General Business

- **Compensation Claims:** 3FGC to send 3ZR paperwork for making claims
- **Membership Renewal Procedure**
  - Fee to be collected irrespective of training status
  - ID card only to be issued if training current
  - 3ZR to obtain renewal letter for review
- **Central/Eastern Metro Region Comms Plan**
  - Query re MoU with ARV
    - RCO to develop plan
    - CoM will then arrange resourcing including repeater availability from ARV
- **Attenuators - Moved:** VK3ZR, **Seconded:** VK3XDE, **Carried:** *That Mark Dods VK3ZR be authorised to purchase two 20dB attenuators at approx \$70 ea.*
- **DSE "Resources" list:** 3ZR to obtain details of list from 3YZP for 3FGC to raise with Police
- **Commanders/Coordinators Meeting** - The next meeting is to be held on Sunday 26 May at 10.00am. Venue: 1<sup>st</sup> Mont Albert Scout Hall, 34 Alexander St, Box Hill

## 7. Next Meeting - 14 March 2013

## 8. Meeting closed - 9.00 pm