

WICEN (Vic) Inc. Committee of Management

Minutes of Meeting 19 June 2014

Meeting commenced - 8.03 pm

Venue – WICEN (Vic) HQ

1. Attendance: VK3s BP (Chair), SF, ZR, YYF, CVF & FR.

Apologies: VK3 IFM.

2. Minutes of previous meeting - Moved VK3ZR, Seconded VK3SF Carried: *That the minutes of the previous meeting be confirmed.*

3. Business arising from minutes

- DEPI Resources list – VK3ZR checked with VK3FGC – in contact with Fire Services Commissioner and continuing to follow up.
- VK3IFM to follow up baluns for HF data antennas. VK3IFM emailed report with possibilities. Ask data group to either select one, or detail what situations each should be used for and forward to next meeting
- Insurance for HF radios while at WICEN (Vic) HQ – HF radios no longer at WICEN (Vic) HQ so insurance not applicable.
- MITS Trailer Registration due – Offer to buy trailer has been withdrawn. Registration has now been paid.
- Data group to be requested to conduct a survey of the equipment operators currently use for data operation, and also which members would try running packet at events if provided with an HF radio and Pactor modem. VK3ZR to follow up with Data Group.
- VK3BP to source a suitable wall map of VIC for WICEN (Vic) HQ

4. Correspondence

Inwards

- Donation from Mad Bike Ride organisers.
- Letters to VK3RTS and VK3FDPH have been returned to sender. Efforts to trace these members have been unsuccessful and their names have been deleted from the membership database.
- City of Whittlesea requesting confirmation of contact details
- Hayden McManus VK3FRST requesting WICEN ask the Scouts for to confirm his Scout service during the Black Saturday Fires.
- Dept of Justice enclosing Emergency Service Medal nomination forms.
- Membership application Lachlan Ellis VK3FRDN
- Australian Journal of Emergency Management

Outwards

- Letter to the chief Commissioner requesting certificate of service for VK3FRST
- Contact details to City of Whittlesea

Moved VK3ZR, Seconded VK3SF, Carried: *'That the Inward correspondence be received and the Outward confirmed'.*

5. Reports

- **Treasurer**

| | 30/04/14 to 03/06/14 | Year to 03/06/14 |
|------------------------|----------------------|------------------|
| Income | \$807.02 | \$17447.91 |
| Expenditure | \$1318.90 | \$9419.28 |
| Account Balance | | \$33349.20 |

- Assets updated to include new HF radios
- Fuel allowances paid out for recent events
- Oxfam donation received

Moved VK3YYF, **Seconded** VK3ZSF, **Carried:** *'That the Treasurer's report be received'*

- **Radio Officer** - Nil

- **Data** – Nil

- **Training** – Message Handler training at WICEN (Vic) HQ this weekend has 10 participants.

- **Publications** - Nil

- **Property** – VK3CVF is following up outstanding confirmations of equipment held and has deleted some low value items from the register..

- **Membership** – **Moved** VK3ZR **Seconded** VK3CVF **Carried:** – that membership application from Lachlan Ellis VK3LEL be accepted.

- **Emergency Management Meetings** – Nil

Moved VK3BP, **Seconded** VK3ZR, **Carried:** *'That the reports be received'*

6. General Business

- **Magnetic WICEN vehicle signs** – Quote received from Peter VK3YG contact. VK3ZR to ask Peter to see whether an order for 10 signs at the quoted price would be acceptable, **Moved** VK3BP **Seconded** VK3ZR **Carried:** -That if acceptable, an order for that number be placed.
- **HF Radio/Pactor units** – VK3ZRX has drawn up a Loan Agreement form to be signed by recipients of this loan equipment. Loan term to be subject to annual review. Training requirements and distribution criteria still to be formalised.
- **UHF CBs** – A number of events require use of UHF CBs in addition to amateur equipment. Sourcing and pricing to be investigated with a view to eventual purchase of two units for WICEN (Vic) use.

7. Meeting Closed – 8.53 pm

8. Next Meeting - Thursday 5 July , 8:00 pm.