

WICEN (Vic) Inc. Committee of Management

Minutes of Meeting 5 February 2015

Meeting commenced - 8.00 pm

Venue – WICEN (Vic) HQ Box Hill South

1. **Attendance:** VK3s BAF(Chair), ZR, SF, XDE, YYF, CVF, & FR.

Apologies: VK3 IFM

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

3. **Business arising from minutes-** to be dealt with in General Business

4. Correspondence

Inwards

- Email re the situation at Kinglake Repeater
- Email Peter Norris requesting assistance for a Sunraysia Motor Sports Club event. VK3YYF to advise him to complete a WICEN event form so that the event can be approved and then to use the WICEN email list to publicise the event and request the assistance required.
- PACNET cancellation acknowledgement
- List of WICEN events to be held in Gippsland this year
- EM Journal

Outwards

- WICEN contact details to Emergency Management Victoria
- VOIP application
- Consumer Affairs Annual Statement

Moved VK3BAF, Seconded VK3YYF, 'That the Inward correspondence be received and the Outward confirmed'.

Carried

5. Reports

- Treasurer

	03/12/14 to 03/02/15	Year to 03/02/15
Income	\$5106.16	\$6463.58
Expenditure	\$4963.31	\$7653.16
Account Balance		\$36055.00

Moved VK3YYF, Seconded VK3SF, 'That the Treasurer's report be received .Carried.

- **Radio Officer** - Update on Kinglake Repeater Site. UHF Operational. VHF has no receive antenna – insufficient separation available with top of tower missing. May be able to install a temporary antenna for data. Tower owner still waiting for insurance approval for repair.
- **Data** – VK3IFM has started putting reports out on Winlink each week after the Echolink net.
- **Training**
 - o -In response to a request from VK3IFM, VK3XDE to arrange for the Training Committee to meet to develop a Training Plan suitable for completion over a series of monthly Region Meetings.
 - o VK3XDE advised that a suitable Map Reading/Navigation training module is already available from SES.
- **Publications** – Nil

- **Property**
 - VK3XDE to check equipment held at the Alexandra SES rooms when next in the area.
 - It was agreed that VK3CVF place an order for 10 new WICEN banners based on the sample banner displayed by VK3ZR- photo taken by VK3CVF.

- **Membership**
 - Enquiry re progress of application for membership from Ian Wilson VK3BIT to be followed up by Secretary and Membership Officer
 - List of un-financial members provided by VK3CVF -Secretary and Membership Officer to send out reminders and also complete a review of the Membership Application and Renewal process.
 - Membership Officer to contact Event Commanders to obtain a list of the Casual Members who have worked at events over the past year, and also set up a process to obtain this information following each event in future.

- **Emergency Management Meetings** – VK3BAF has attended a recent meeting at Cardinia and will be attending at Casey next week.

Moved VK3SF, **Seconded** VK3YYF, *'That the reports be received'* **Carried**

6. General Business

- **WICEN Vic equipment stored at WIA rooms in Bayswater**- VK3FR to collect the equipment and bring to next meeting for storage at WICEN Vic HQ.
- **Change of CoM monthly meeting date** - Meeting date to be returned to the second Thursday in each month.

7. Meeting Closed – 9.30 pm

8. Next Meeting - Thursday 12 March 2015