

**PROSTATE CANCER FOUNDATION OF AUSTRALIA  
THE CENTRAL AUSTRALIA CHAPTER**

Minutes of Chapter Council Meeting held  
Thursday 19<sup>th</sup> March 2009 at The Vine Inn, Nuriootpa, Barossa Valley  
The Meeting opened at 10.00am

**Present:** Malcolm ELLIS(chairman), John BAULDERSTONE, Ian FISK Terry HARBOUR, Bryan HEARN, Murray NECK, Jeff ROBERTS, Dean WALL.

**Apologies:** Keith WILLIAMS,

**Observer:** Paul REDMAN (PCFA), John SHIELD, Alan Hall (Barossa) and 3 group members

**1 Welcome and Apologies**

The Chairman declared the meeting open and welcomed all those present including Paul Redman representing PCFA and Allan Hall representing the local Barossa Valley support group accompanied by 3 representative members of that group. Apology received from Keith Williams (Darwin)

**2 Minutes of Council meeting held 14<sup>th</sup> January 2009**

The minutes of this meeting had previously been distributed.

Moved they be accepted as a true and correct record of the meeting. Murray/Jeff **Carried**

**3 Matters arising**

(a) Terry raised the issue of having the word "audited" deleted from the guidelines at the previous meeting. Explanation provided

(b) replacement treasurer

Chairman reported that John Shields had volunteered his service in this role. At present our guidelines provide for a Council of 9 members which would entail John being a non voting member should his offer be accepted.

Moved that John be recruited to Chapter Council as non voting treasurer Malcolm/ Bryan **Carried**

(c) certificates for Trevor Hunt

Jeff and Dean reported on their results of their enquiries thus far. Resolved that both to continue and report outcomes to next meeting.

(d) Chapter website

Ian reported that nothing done to date. Ian commented that neither Alice Springs or Darwin have "pages" on the current site and that some current groups are slow in getting information to him to update site. After discussion it was agreed that The CA Chapter should have its own "page" on the current site.

Paul commented that PCFA seeking to have a "State Level" page on their web site in the near future. Each Chapter's news and views etc to be included thereon.

**4 Financial Report**

(a) Council budget

Bryan tabled and spoke to the proposed Council budget. Paul added comments on behalf of PCFA

Moved that budget as tabled be adopted Bryan/Dean **Carried**

(b) Group budgets

Bryan tabled and spoke to a consolidated budget for all CA Chapter Council member groups. Paul indicated that the purchase of lap tops and digital projectors should now not be shown in these budgets as they had been purchased from other funding. These items to be removed. Maintenance for such items should be included in 2009/10 budgets. Jeff commented on the contents of the Action Group budget.

Moved that Chapter budget as tabled be adopted with changes as identified Terry/John **Carried**

(c) Chapter bank account

John suggested that an account be established with the Australian Central Credit Union at Noarlunga Centre. After discussion it was moved that *"a bank account be established in the name of The Central Australia Chapter Council at the Australian Central Credit Union at Noarlunga Centre and that the following persons shall be the authorised cheque signatories to that account - Chairman, Secretary and Treasurer and that any two of the named signatories shall be required to sign on behalf of the Central Australia Chapter Council."* Bryan/Jeff **Carried**

Paul undertook to forward to John in the near future all the requisite PCFA documentation and a cash advance of \$1000 to facilitate the establishment of this account along with documentation for any group to establish their own account.

**5 Potential new groups**

(a) Broken Hill

Paul reports that Broken Hill group now opted to remain with NSW/ACT Chapter

(b) Murray Bridge

Jeff provided members with a verbal report re two recent successful meetings held at Murray Bridge. The first official meeting of this new group will be held on 7<sup>th</sup> May 2009 at 7.30pm at Our Well Being Place, 108 Swanport Rd, Murray Bridge. Potential exists for new groups also at Tailem Bend and Mannum.

(c) Kangaroo Island

Bryan reported forwarding e mail to Cancer Support Group on KI but no reply to date.

(d) Katherine, N.T

Bryan reported that Keith had informed him that all looked well for establishing a new support group at Katherine, N.T.

**6 Calendar of future Council meetings 2009 - May, July, September & November**

In general terms it was agreed that meetings would be set for 3<sup>rd</sup> Thursday of month.  
14<sup>th</sup> May 2009 at McLaren Vale. Bryan to research venues.  
16<sup>th</sup> July 2009 at Alice Springs. 17<sup>th</sup> September 2009 at Darwin 19<sup>th</sup> November at Port Pirie

## **7 CA Chapter 2009 Annual Conference**

Paul addressed members as to possible format and content. Consider one day (1) for conference including Chapter AGM and 1½ days of training. PCFA will fund hire of venue and meals for all attendees as well as travel as per PCFA agreement. Conference to be held during October 2009 on a date and at a venue to be fixed later.

## **8 Strategic Planning**

Bryan reported on information received from Alice Springs, Payneham and Onkaparinga groups. Terry reported that awaiting results from recently distributed survey of members.

Matter discussed and members agreed that item constituted "Work in Progress" The meeting agreed that no objection to the Council executive meeting between Council meetings to resolve matters as required.

Paul agreed to supply list of DVD's available for loan from PCFA by member groups and to provide contact details of A.M.S. group who have indicated a willingness to meet cost in supplying speakers almost anywhere in Australia. Paul also agreed to provide contact information and details of an MOU entered into with Bright Sky who are prepared to supply Nurse speakers and demonstration of health and continence product as required by prostate cancer sufferers.

## **9 Any other business**

(a) support group reports

Bryan tabled written reports received from Alice Springs and Onkaparinga. These to be forwarded to Ian for inclusion on Chapter web page.

(b) Council PO Box

After discussion it was agreed that mail continue to be received at Bryan's home address.

(c) ID Council membership positions for re-election

Malcolm suggested that need to resolve positions for re-election around tenure in SAC positions. Matter to be resolved at next meeting.

(d) membership data base

Following discussion it was resolved that all membership information collected at support group level should remain with the support group. Would appear to be contrary to Privacy Act to do anything different.

(e) Fund raising

PCFA have no objection to groups undertaking fund raising projects generally. Groups should not however be applying for Federal grants as this conflicts with PCFA. Paul agreed to supply details of any forms and ABN number required by groups to complete any grant application and stated that PCFA would not wish to vet any application prior to submission. Should anybody making a donation require a receipt then PCFA to be notified and they will supply accordingly. Any funds raised or donations received should be declared with PCFA in order that they can be taken into account within that group's budget.

(f) PCFA Certificate of Incorporation

This would be supplied as part of any application as required.

(g) Teleconferences

Bryan raised question of CA Chapter Council members arranging their own local teleconferences. Paul agreed that OK to arrange and he would supply necessary information to set up as and when required.

(h) Paul informed that new style name badges would soon be issued to all Council members

(i) The question of designing a Chapter logo was raised. Paul indicated that he thought PCFA would have no objection particularly if it somehow incorporated the crossed ribbons currently used by PCFA.

(j) Paul indicated that PCFA would soon be releasing a new set of guidelines which would be available to all members in electronic form

(k) during the meeting Jeff had raised the issue of PCFA funding a stall at the Pasqueville Field Day to be held 29/30<sup>th</sup> September and 1<sup>st</sup> October 2009. He added that stall would be staffed by Action Group members. Paul will take to PCFA for resolution by 27<sup>th</sup> March 2009. He also to ascertain if PCFA will supply suitable marquee for the use by members during the event. There may be an attempt to also involve Farm Oz in the same project. Paul to liaise with Ray Power from Action Group.

## **10 Council members only**

No matters were raised that required input only from Council members.

The Chairman thanked everybody for attending and for their input and closed the meeting at 12.15pm

**Next Meeting 10.00am Thursday 14<sup>th</sup> May 2009 at McLaren Vale.  
Chapel Hill Retreat, Chapel Hill Road**

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(chairman)

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(date)