

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

Minutes of Chapter Council meeting held
Thursday 17th February 2011 at Arkaba Hotel
Adelaide

The meeting opened at 10.00am

Present: Malcolm ELLIS, Keith WILLIAMS, John BAULDERSTONE, Terry HARBOUR, Ron LEHMAN, David MERRY, Jeff ROBERTS, John SHIELDS and Bryan HEARN,
Observers: Bev ELLIS, Phyllis SHIELDS, Kay HEARN. Alan & Joan MANFIELD and Karen RENDELL(W.A.)
Apologies: Nil

1. Welcome and Apologies

Chairman Malcolm Ellis opened the meeting and officially welcomed all those present including all the guests and especially Karen from Western Australia who was in SA for a SAC meeting the following day.

2. Purpose of meeting

Chairman informed members that although a full agenda had been prepared for the meeting this would be deferred as there was really only one basic topic for discussion this being the proposed restructure of PCFA and in particular the support group/Council/Chapter relationships and arrangements. Members were informed that a National Board meeting was currently being held and that the proposed restructure was apparently included on their agenda. It was expected that the details of the National Board meeting and the restructure in particular would be the subject of a report from David Gregory, Chairman of SAC at the SAC meeting on Friday and who was present at the National Board meeting.

3. Background

Apparently concerns have been expressed at the National Board level that the support group/Chapter/Council arrangements are not working however no basis for this proposition has been produced. Members present commented that this "picture" had clearly been "painted" as a result of the almost total lack of communication and involvement of PCFA CEO Mr Andrew Giles and the National Chairman Graeme Johnson. Many examples were provided of the failure of either or both to respond to e mails, phone calls etc. One clear example of this lack of communication was the very recent comment made by Andrew Giles that "for the past 3 years Ms Karen Foster had been the PCFA representative in SA and had been thus employed to run PCFA awareness, fundraising and support operations in SA". He further commented that "she has personally overseen the move from having nine separate newsletters in SA to the one – Prostate Supporter – which is funded by PCFA. She now co-ordinates the Board in SA under Villis Marshall and that she reports direct to the CEO."

Nobody in the CA Chapter had any knowledge of this working relationship nor was anybody aware of these responsibilities or her appointment.

4. Matters to be considered

Chairman felt that it was appropriate for CA to aim to be "self sufficient." He envisaged a situation where all decisions relative to CA were made at Council level without having to make reference to "the Sydney office" however the point was made that all Chapters are financially reliant on PCFA via our budgets. Further general discussion was held on the issue of the future of support groups and Chapters etc but it was felt better to defer the matter until all members had been informed of the outcome of the National Board meeting. It was genuinely believed that no final changes would be proposed or made without all Chapters and support groups being given the opportunity to evaluate the suggestions and to provide further input.

5. Storage

Following on from the previous Council meeting, Terry Harbour reported that costs somewhere between \$50 - \$70 per month could be anticipated for about 7 cubic metres of storage. By consensus it was agreed that a storage unit should be hired at the U Store It depot in Clovelly Park and that key holders would be Malcolm Ellis, John Shields, John Baulderstone and Jeff Roberts. Terry agreed to make the necessary arrangements.

6. Funeral envelopes

It was agreed that the secretary take steps to purchase 1000 envelopes for distribution at funerals whereby donations could be made to PCFA or a local support group. Once purchased and available all groups to be notified of their availability.

7. Any other business

- financial claims - in future all claims for reimbursement of expenses along with relevant dockets to be lodged with Chapter treasurer John Shields who will immediately forward to PCFA. This will assist him with maintaining an overview of the Chapter budget.

- given the restructure of the PCFA admin staff and the appointment of several new staff members it was felt appropriate that a request for position statements be made via SAC in order that a proper "chain of command" could be established and observed.

- CA business plan and guidelines - Terry Harbour reported that he had commenced a review of both documents with a view to streamlining them. He will report progress as it is made.

- Meeting of all Chapter Chairmen - Malcolm reported that a meeting of the 5 Chapter Chairmen from around Australia will commence at 1.00pm later to-day. It was hoped that an "in principal" agreement could be made to consider establishing some form of "commonality: amongst all Chapters.

- use of technology - Terry suggested that more use of modern technology should be encouraged particularly with regard to use of such social sites as facebook, twitter and U tube. Need to establish one website and to keep it updated on a regular basis.

- Bunning's funding - to date no group has received any funding from the Bunning's BBQ project. Treasurer John Shields to follow up and report

Meeting closed at 10.45am. Followed by a Chapter teleconference commencing at 11.00am

Next meeting Council meeting to be held 17th March 2011 at 10.00am in the Arkaba Hotel

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(chairman)

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(date)