

ALGWA- NSW  
Executive Committee Meeting

**DRAFT MINUTES**  
**23 May 2009**

**Hosted by Moree Council**

<b>Item No.</b>	<b>Minutes</b>	<b>Action By</b>	<b>When</b>
<b>1</b>	<b>Welcome</b>		
	▶ Meeting commenced at 9.30 am with Cr Karen McKeown President in the Chair		
<b>2</b>	<b>Attendees</b>		
	Cr. Karen McKeown, Cr. Fiona Rossiter, Cr Tina Reynolds, Bev Spearpoint, Helen Cooper, Cr. Jackie Greenow, , Cr. Vicki Scott, Darriea Turley, Cr Julie Griffiths, Denise Wilton, Christine Jeffreys, Nicole Campbell, Chris Jeffreys		
<b>3</b>	<b>Apologies</b>		
	Cr. Fadwa Kebbe, Cr. Jennifer Lecky , Darriea Turley		
	<i>Moved – Jackie Greenow</i>		
	<i>Seconded – Fiona Rossitor</i>		
<b>4</b>	<b>Confirmation of Minutes</b>		
	<ul style="list-style-type: none"><li>• That the minutes from QBN 2009 meeting as circulated be endorsed.</li></ul>		
	<i>Moved – Jackie Greenow</i>		
	<i>Seconded – Fiona Rossiter</i>		
<b>5</b>	<b>Business Arising from minutes</b>		
	<ul style="list-style-type: none"><li>• Action Log as appears below contains the action items from the last meeting and all actions completed except where identified as ongoing.</li></ul>		
	<i>Moved - Jackie Greenow</i>		
	<i>Seconded - Denise Wilton</i>		
<b>6</b>	<b>Treasurers Report</b>		
	<ul style="list-style-type: none"><li>• Retained Profit to date \$59,581.74</li><li>• Income: \$4154.63                      Expenses: \$2963.52    Nett: \$1191.11</li></ul>		
	<i>Moved – Julie Griffiths</i>		
	<i>Seconded – Jackie Greenow</i>		

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<b>President's Report</b>			
Attended the Joint Ministerial Advisory Council on Women in Local Govt			
Strategies from that meeting were circulated for feedback			
National ALGWA Conference was held in Adelaide and Darriea Turley was declared National President			
Queanbeyan Council has advised that \$5726.53 profit from our conference and they need an invoice raised for that amount.			
Previous National President Kaele Way has recently had surgery and flowers were sent on behalf of the NSW Branch (copy of invoice paid \$80 in correspondence)			
Invite received to address Gosford City Council on women in local govt.			
<b>7</b>	<b>National Board Report</b>		
<ul style="list-style-type: none"> <li>• 25% of fees received by State Branches is to go to the National Board for affiliation fees</li> <li>• National Board 2010 Conference proposed November 2010. Will be taking bids from states who wish to host. 100 delegates will be expected to attend the conference. Need to look from at criteria from National Board for hosting the conference.</li> <li>• Questions to ask the National Board. Does the host council/state receive the profit or a percentage of for hosting the conference profit? Does the National Board have their own guidelines, or do we use our own?</li> <li>• <b>MOTION:</b> That a Bid Sub Committee be formed to coordinate the bidding process for NSW</li> </ul>			
Moved: Nicole Campbell Seconded: Vicki Scott			
Sub Committee members: Nicole Campbell Chair, Darriea Turley, Chris Jeffreys, Helen Cooper, Julie Griffiths, Vicki Scott			
<ul style="list-style-type: none"> <li>• <b>ACTION:</b> Letter to be sent to Councils in the SMA asking if they wish to bid for the conference. Due date for bid at this stage unknown. <span style="float: right;">Sec</span></li> </ul>			
<ul style="list-style-type: none"> <li>• <b>ACTION:</b> Letter to be also sent to regional councils to notify them that they decision to host the conference in the SMA is a National Board decision not the NSW Branch. <span style="float: right;">Sec</span></li> </ul>			
<ul style="list-style-type: none"> <li>• NSW Branch sub committee will assess the Sydney bids and submit the recommended bid to the National Board as the NSW bid.</li> </ul>			
<ul style="list-style-type: none"> <li>• <b>MOTION:</b> That a letter be sent to the National Board requesting a copy of Conference Guidelines, parameters involved, funding and to request a national delegate participate on our sub-committee.</li> </ul>			
Moved: Vicki Scott, Seconded: Chris Jeffreys			
<b>9</b>	<b>Sub- Committee Reports</b>		
<b>Conference Committee</b>			
<ul style="list-style-type: none"> <li>• Moree Council have requested suggestions for Conference Theme for</li> </ul>			

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	NSW Conference 3 – 6 March 2010. Agreed theme “ <i>Women Making a Splash in Moree</i> ”		
	<ul style="list-style-type: none"> <li>• <b>ACTION:</b> Letter/email to be sent to Moree Council informing them of our nominated theme.</li> </ul>	Sec	
	<b>Newsletter Committee</b>		
	<ul style="list-style-type: none"> <li>• Draft Newsletter is prepared and will be completed with 1 week. Executive are ask to distribute copies to their own networks and councils.</li> <li>• <b>ACTION:</b> Newsletter to be uploaded on ALGWA NSW web site.</li> </ul>	JG	
	<b>2010 Committee</b>		
	<ul style="list-style-type: none"> <li>• Letter (draft given to Karen at Moree) to be sent to Councils seeking their commitment in running an event to celebrate 2010.</li> <li>• Promote a competition about the History of Women Past, Present and Future</li> <li>• This will be open to all types of medium. Possibly be done through schools and community groups.</li> <li>• Celebration of the Year of Women 2010</li> <li>• Mayor for the day, Mayoral cup, mock council meeting which debates women in CEO, Exec and Council roles- for and against.</li> <li>• Run a competition through schools</li> <li>• Contact peek Aboriginal and Multi-cultural groups to be involved in some type of promotion for women.</li> </ul>		
	<b>Membership</b>		
	<ul style="list-style-type: none"> <li>• Membership fees are now due in December which leaves some members with their membership fees falling due at the end of June and others at the end of December.</li> <li>• <b>MOTION:</b> Letter to be sent to members whose fees fall due in June 09 to notify of the change to our constitution and the new due dates for fees will be December. The letter to explain that due to change in constitution, these members will need to pay a one off payment of \$33.00 to be financial until December 09 or that they will also have the option to make a payment of \$99 which keeps them financial until December 2010</li> <li>• <b>ACTION:</b> Letter to be sent to members by Treasurer</li> <li>• <b>ACTION:</b> Treasurer to send updated Membership Spreadsheet to President, Secretary and Chair of Membership Committee</li> </ul>	Treasurer	
	<b>Archives Committee</b>	JL	
	•	JL	
	<b>Web site update</b>		
	<ul style="list-style-type: none"> <li>• Web maintenance fees of \$700 are due by end of June.</li> <li>• <b>MOTION:</b> That fees be paid,</li> </ul> <p>Moved: Julie Griffiths Seconded: Jackie Greenow</p>		
<b>10</b>	<b>General Business</b>		
	<ul style="list-style-type: none"> <li>• <b>Paid Maternity Leave</b> – Discussion on the issue of paid maternity leave re motion that was passed at LGA conference and the need for another motion to be put to the Shires Conference in June. A need was identified to campaign at the Shires Conference to raise the issue of paid maternity</li> </ul>		

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	leave		
	<ul style="list-style-type: none"> <li><b>MOTION:</b> That a sub-committee/working group be formed to coordinate a campaign for paid maternity leave to be held at the Shires Conference in Sydney, 2 June 2009.</li> </ul>		
	Moved: Nicole Campbell    Seconded, Vicki Scott		
	<ul style="list-style-type: none"> <li>Sub Committee Members: Nicole Campbell Chair, Vicki Scott, Tina Reynolds, Bev Spearpoint, Julie Griffiths</li> </ul>		
	<ul style="list-style-type: none"> <li><b>ACTION:</b> Campaign to raise the issue of paid maternity leave to be held at Shires Conference in Sydney 2 June 09</li> </ul>	Sub C/tee	
	<ul style="list-style-type: none"> <li><b>Personal Support for Female Councillors</b> - Issues related to access to support services for female councillors. Particularly those that have been subjected to bullying and harassment.</li> </ul>	KM	
	<ul style="list-style-type: none"> <li><b>ACTION:</b> President to take up issue with Joint Advisory Committee for Women in LG.</li> </ul>	JG	
	<ul style="list-style-type: none"> <li><b>ACTION:</b> A component of our web site be included that will provide links to relevant web sites that provide personal support</li> </ul>		
	<ul style="list-style-type: none"> <li>Members of the executive committee can be contacted for personal support or advice. Contact details are on the web site in the first instant over the phone</li> </ul>	KM	
	<ul style="list-style-type: none"> <li><b>ACTION:</b> Notice of issue to be forwarded to National Board.</li> </ul>		
	<ul style="list-style-type: none"> <li><b>Bullying and Harassment of Female Councillors</b> - Discussion re safety of women leaving the chamber after meetings, particularly if they have been the subjected to harassment or bullying during the meeting. Councils have a duty of care to provide a safe environment An adjunct to this issue is that there needs to be stronger disincentives for councillors under the 'Code of Conduct'</li> </ul>		
	<ul style="list-style-type: none"> <li><b>ACTION:</b> Letter to be sent to DLG and the Minister requesting that further disincentives be incorporated in the 'Code of Conduct',</li> </ul>	CJ	
	<ul style="list-style-type: none"> <li><b>ADVICE ON LEGAL MATTERS:</b> Discussion on access to advice on legal matters that come before Council. Question on if ALGWA could provide access to such a service.</li> </ul>		
	<ul style="list-style-type: none"> <li><b>ACTION:</b> CJ and KM to follow up on previous negotiations with Maddock's the Lawyer's re sponsorship of ALGWA NSW and offer of advice and report back to committee.</li> </ul>	CJ & KM	

## ACTION ITEM LOG

Item	Action Item Description	Listed Date	Due Date	Status	Who
A1	All exec to forward Julie interesting items for Web			Ongoing	ALL
A2	ALGWA Photos for presentation to Bev			ongoing	ALL
A3	All hard copy reports tabled at meeting to be circulated with minutes				Sec
A4	Letters of appreciation and congratulations to be sent to Queanbeyan Council, speakers and sponsors regarding the 2009 ALGWA State Conference Letter to attendees, speakers and sponsors to still be sent. Awaiting info from QBN			Still awaiting correspondence from QBN	Sec
A5	Cr. McKeown to obtain a report from Marg Nichols on the Conference, including list of attendees, access to speakers' presentations Still outstanding				Pres
A6	Bev to send working version of letter to Sec Follow up with CJ				Bev
A8	Letter to be sent to Councils in the SMA asking if they wish to bid for the conference. Due date for bid at this stage unknown	23/5			CJ
A9	Letter to be also sent to regional councils to notify them that they decision to host the conference in the SMA is a National Board decision not the NSW Branch.	23/5			CJ
A10	Letter/email to be sent to Moree Council informing them of our nominated theme.	23/5			CJ
A11	Newsletter to be uploaded on ALGWA NSW web site.	23/5			JG
A12	Letter to be sent to members whose fees fall due in June 09 to notify of the change to our constitution and the new due dates for fees will be December. The letter to explain that due to change in constitution, these members will need to pay a one off payment of \$33.00 to be financial until December 09 or that they will also have the	23/5			JL

	option to make a payment of \$99 which keeps them financial until December 2010				
A13	Treasurer to send updated membership spreadsheet to be sent to President, Secretary and Chair of Membership Committee	23/5			JL
A14	.Web Maintenance fees of \$700 to be paid by end of June 09	23/5			JL
A15	President to take up the issue of lacking support for female councillors who are subjected to bullying and harassment to the Joint Advisory Committee for Women in Local Government and the National Board	23/5			KM
A16	A component of our web site to be included that will provide links to relevant web sites that provide personal support	23/5			JG
A17	Meeting be established with Maddock's the Lawyers to follow up on previous negotiations re sponsorship of ALGWA NSW and offer of support service	23/5			CJ KM
A18	Letter to be sent to DLG and the Minister requesting that further disincentives be included in the 'Code of Conduct'	23/5			KM
A19	Jackie to get info on badges to Chris	23/5			Jackie
A20		23/5			

Meeting of the Paid Maternity/Paternity Sub Committee at Moree  
23<sup>rd</sup> May 2009-06-01

Tina, Julie, Nicole, Vicki, Helen, Bev, Denise

Nicole is the Chair of this committee

A search of the Motions for ALGSA Conference found one from Tumut that may be able to be amended to include reference to the 18weeks Paid Maternity Leave and 2 weeks paid Paternity Leave.

A logo was suggested and agreed on ALGWA NSW Supports Mums at Work, Chris did the artwork for the Badge.

Nicole to contact Jan Barron if possible to discuss the paid maternity/paternity leave as The Broken Hill Motion, needs to be carried over to the Sydney Conference of the Shires Association.

It was agreed to have representation outside the Conference to encourage conference delegates of the benefits of Paid Maternity leave and the good business sense to keep the locals in work for the long term viability of their Council and Community and LG positioning itself as an employer of choice.

Vicki to supply facts and figures, on the demographics and cost of implementation of the paid maternity/paternity leave.

Actions

Point of Contact Karen and Nicole

Nicole to seek out support from Conference Delegates

Website log on to campaign on the website Julie

Badges corf lutes photocopy Julie

Media release Nicole/Vicki

Spokes person Karen

Newsletter updates Denise to be released next week with the Mums at work article and contact details.

All members to attend the campaign if possible outside the Wentworth Hotel Sydney 8:30am on the 2<sup>nd</sup> June 2009

# ALGWA NSW BRANCH INC.



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2422 991

ABN 2181

Dear

As you are aware\_\_\_\_\_

Intro of Year of Women in Local Government

ALGWA details

Project involvement

As a council of local government ALGWA is interested in understanding what your council will be doing to celebrate the Year (2010) of Women in Local Government. Your involvement is invaluable in showing support for this event which will showcase women as leaders.

Your activity could well engage community people such as schools, community groups, retired residents, businesses, women's and men's groups or other organizations.

Your event could allow for great celebrations or could showcase your talented people, either by providing a function, speaker, fashion, art competition, story- time, plays, music or sporting event. Remembering that the event is to highlight women from the past, present and into the future.

Could you please forward your response \_\_\_\_\_ outlining your commitment and possible ideas for your celebration of Women in Local Government 2010. There will be huge publicity involved for councils, therefore we need to ensure that we know of your planned activities. This event will be showcased nationally.

We look forward to your support and response.