



Minutes for Committee Meeting ACT Division

Australian Institute of Emergency Services

Held at AMSA ERC Briefing Room
Level 3
25 Constitution Avenue
CANBERRA ACT 2600

14 Aug 2007

Attending:

John Rice
Kevin Anderson
Philip Gaden
Stephen Carter

Apologies:

Jeffrey Bollard
Glenn Staff

Meeting opened at 1910hrs.

1. John Rice welcomed the Committee.
2. Motion to accept financial status as at 14 August 2007. Phil Gaden produced the ledger and bank statement, attached. Motion proposed by Phil Gaden, seconded by John Rice, accepted unanimously.
3. Phil Gaden advised that letters would be sent in October to all members re: membership fees for 2008. Also a report for the NER journal would be prepared detailing the ACT Division's activities in 2007.
4. Motion to determine venue and date and format for AGM. John Rice proposed a dinner meeting to be held at Canberra Southern Cross Yacht Club, 23 October 2007. 6pm AGM, 7pm Dinner. Seconded by Phil Gaden. Passed unanimously. Phil Gaden to investigate and book.
5. Other Business
 - a. EMA Visit. The EMA visit was very successful. Kevin Anderson was asked to draft thank you letter to Scott Milne.
 - b. The St John Emergency Services Open Day was well received, and a great success for St John. Stephen Carter was asked to draft a short article on the day for the NER.
 - b. Medical Factors in SAR Lecture: The AIES invitation to attend the Medical Factors in SAR presentation by Dr Paul Luckin was well received. Kevin Anderson indicated that 6 volunteers would be attending at AIES invitation (generating interest in our organization),

and two members, Stephen Carter and Lynn Murray would also be attending under the AIES invitation. (Phil Gaden also attending at AMSA's request).

c. Sale of Polo Shirts: John Rice proposed we offer all AIES members the opportunity to buy AIES shirts similar to the ACT Division ones ordered. The initial set up cost of new logos is \$25. Each shirt costs about \$25. Sale cost to be \$35 including postage. This was agreed unanimously.

e. Certificates of Achievement. John Rice proposed we contact various Emergency Services Organizations seeking nominations for a certificate of Achievement from the AIES ACT Division. Wording of award and selection criteria to be based on similar award offered in Queensland, and offered to various organizations within the ACT and Monaro Police District of NSW. Agreed unanimously, and Phil Gaden to draft letter.

Organisations to be approached are:

- Police – AFP and NSW
- Fire – ACT, NSW, RFS and Aviation
- Ambulance – ACT, NSW, St John
- South Care
- EMA
- Ski Patrol
- SES
- AMSA
- VRA
- Salvation Army and St Vincent de Paul
- SLS / RLS

f. Sponsorship of a Berth in STS YOUNG ENDEAVOUR. Phil Gaden proposed to fundraise with the aim of sponsoring a berth in STS YOUNG ENDEAVOUR for a 11 day voyage. Total cost \$2950. This would be awarded to a young volunteer (must be between 16 and 23 on voyage dates) of either SES, RFS, St John or other organization approved by the Committee. Selection process TBC. Agreed unanimously.

g. Fundraising. In order to sponsor berth in STS YOUNG ENDEAVOUR, it was agreed to approach organizations seeking support. IMB and Casino Canberra have programs in place to support organizations seeking funding such as ours. John Rice and Phil Gaden would send letters to these organizations seeking financial assistance or support in kind.

Meeting Closed at 2020hrs.

John Rice
President
ACT Division
AIES

Aug 2007

Philip Gaden
Registrar
ACT Division
AIES

Aug 2007



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Transaction List

Account 200467683 BUSINESS ACCOUNT
Date Range For a specified range
Start Date 01/01/2007 **End Date** 14/08/2007

Date	Description	Debit	Credit	Balance
12/04/2007	TFR 200347483 I J & P J RICE		\$80.00	\$80.00
12/04/2007	CASH DEPOSIT		\$250.00	\$330.00
27/04/2007	CHQ AUSTRALIAN INSTITUTE OF EMERGENCY		\$500.00	\$830.00
27/04/2007	CASH DEPOSIT		\$50.00	\$880.00
30/04/2007	ACCOUNT SERVICE FEE	\$6.00		\$874.00
11/05/2007	CASH DEPOSIT		\$50.00	\$924.00
31/05/2007	ACCOUNT SERVICE FEE	\$6.00		\$918.00
05/06/2007	BANK OF QLD Lodg Ref CASH DEPOSIT		\$40.00	\$958.00
05/06/2007	BANK OF QLD Lodg Ref GADEN SHIRT TIE		\$55.00	\$1,013.00
06/06/2007	NETBANK Lodg Ref Anderson Shirt		\$35.00	\$1,048.00
26/06/2007	PERSONAL CHEQUE 19161581	\$150.00		\$898.00
29/06/2007	MR MARK BROCKLES Lodg Ref BROCKLESBY/MEMBERS		\$50.00	\$948.00
30/06/2007	ACCOUNT SERVICE FEE	\$6.00		\$942.00
10/07/2007	NETBANK Lodg Ref Bolliard PoloXL		\$35.00	\$977.00
13/07/2007	PERSONAL CHEQUE 19161582	\$117.00		\$860.00
31/07/2007	ACCOUNT SERVICE FEE	\$6.00		\$854.00

