

# Northern Beaches Toastmasters

## Outgoing & Incoming

### Executive Meeting

#### 13 June 2017

NO	ITEM	OUTCOMES
1	<b>Present</b>	
	Sharon Austin, Luke Donabaeur, Talal Rossi, Steve Barber, Sue Loucks, Brian Paull Denise Tomlinson, Deanna Morporgo,	
	Apologies: Errol Byrnes	
2	<b>Minutes of Last Meeting</b>	
	*. Trophies have been ordered and inscribed - Platinum Awards at 4 Ethel Street Brookvale (purchased individual trophies from TI)	
which	*. Sharon & Talal visited Belrose HOtel to look at rooms - needed a certain spend - equates to 20 mbrs - however very noisy. Let's look at Brookvale HOtel who also has rooms (are they free). Denise wants us to look at restaurants spread over the whole area our members come from - from Mona Vale to Forestville.	
	*. Outstanding: Post Office - to renew or not? Decided to keep the Post Office for consistency over changing executives.	
	* Raffle - we had agreed that we would have a raffle (Sue to buy a box of Angels wine) to help the finances. As no motion had been made and it had not been taken to members for voting, the Incoming executive chose to revisit this decision.	
	*. Costs for meals have been increased to \$35 and Errol sends out banking details to all (including guests) before the meeting - Luke as VPE includes on the agenda. Less than 48 hours notice results in the member or guest still being charged the full fee.	
the	*. Change over dinner - Reg to perform the formalities and be chair - Tup Tim Siam is restaurant.	
3	<b>Outgoing Role Reports</b>	
	<b>President:</b> Hand over completed	
	<b>VPE:</b> Hand over completed	
	<b>VPM:</b> Hand to be over completed	

**VPPR:** Hand over completed  
**Treasurer's report** Already Tabled  
**Secretary:** **WIP**  
**SAA:** same executive - no hand over required

**4 Handover to new Executive:**

Banking - Sharon will change her banking authority to David Tomlinson (Incoming VPE) - and also to give him the Post Office key. This will then have David Tomlinson, Errol Byrnes and Sue Loucks as signatories and David and Sue with Post Office Keys.

Sharon moved the motion that she be removed as a bank signatory and David Tomlinson be added at the same time. Seconded by Sue Loucks. Agreed unanimously.

**5 Secretary role**

Sue will speak with Giselle, Nicole and Laura to see if they would like to train for Secretary role. As a last ditch back up, Sue will ensure the role is not left empty.

**6 CLT**

26 June at Forestville RSL - Denise, David, Luke, Talal, Errol (?) and Sue will attend. Deanna and Brian will attend at the next round. Sue to change tl records to show Talal as VPM and change it back to Deanna in 2 months.

**6 Date and time of next meeting. - tba**