

Revenue Professionals SA

Minutes

Venue: Kelledyjones

Agenda Date and Time: 16 April 2018 2.30pm


Meeting

Attendance: Ann-Marie Putland, Karen Pedley, Michael Kelledy, Roy Allen, Neville Gay, Tania Arthur, Caroline Moffat, Kylie Sunners, Joan Murrell

Apologies:

AGENDA ITEMS	Business/Discussion	Actions
<p>1. Review and signing of previous minutes – Meeting Date: 18 March 2018 With amendment to be made to the previous minutes of the venue update</p>	<p>Moved: Joan Murrell      Seconded: Caroline Moffat      Carried</p>	<p>Roy</p>
<p>2. Treasurers report</p>	<p>Moved: Ann-Marie Putland      Seconded: Joan Murrell      Carried</p>	<p>Joan will contact BPay regarding the balance of the sponsorship money</p>
<p>3. Voters Roll – Training 9.30 Registrations 10am Stay Roy and Tania will organise the registration form and program to go on the website ESCA had confirmed that they will have someone attend Simone (Kelledyjones) will provide legal update on the elections and the caretaker 12-1 Lunch Voters Roll Practise Manual Representation review and the update of the data Q &amp; A Session Ann-Marie will take the registrations Tania will organise food</p>		<p>Roy and Tania – registration and program Ann-Marie – Registrations Tania – Organise food</p>

<p>Joan, Michael and Roy will sit on the panel for the Q &amp; A's</p>	
<p><b>4. Monthly/Bi-monthly newsletter via the website</b></p> <p>Roy requested that each board member provide a bio (30 words or less) and a photo to go on the website</p>	<p>All members</p>
<p><b>5. Treasurer and Secretary Transition</b></p> <p>Kylie and Roy to meet with Abby and provide feedback from the Feb conference and to discuss the process of the secretary and treasurer positions.  Roy will talk to Irene regarding and email address for Abby.  Karen will remain the Public Officer - Karen to check the Public Officer Form.  Roy will request a statement from Abby to see the use and balance of the hours purchased.</p>	<p>Kylie and Roy to meet with Abby  Karen to check Public Officer form  Roy to talk to Irene  Roy to request statement from Abby</p>
<p><b>6. Correspondence</b></p> <ul style="list-style-type: none"> <li>• <b>Incoming</b></li> <li>• <b>Outgoing</b> – Save the date for the Election Training Day</li> </ul>	
<p><b>7. Additional Business</b></p> <p>Rebate policy- discussed at the finance manager and rates meeting that we seek funding  Roy will talk to Norm Biggs regarding the rebate policy</p> <p>The VG and Finance Manager and rates meeting talked about the review of valuations 2020, land use vacant that are now residential and haven't been updated to residential new rates officer at playford attended the meeting</p> <p>McCracken we should look at for the next conference - Kylie going to chase up</p>	<p>Kylie to contact McCracken</p>

	<p>8. Leave of Absence</p>
	<p>9. Meeting Closed Time: 4pm</p>
	<p>10. Next Scheduled Meeting Date: 28 May 2018 Time: 2.30pm Location: Kelledy Jones</p>
	<p>Signing of Minutes Date: 18/5/18. </p>

