

Megalong Valley Volunteer Bushfire Brigade Meeting
12th December 2018

Brigade Name	Megalong Valley Volunteer Bush Fire Brigade		
Meeting Type	Bi -Monthly	Meeting Date	12/12/2018
Meeting Location	MV Fire Station	Time Commencing	19.30 hrs

No	AGENDA ITEM	RESPONSIBLE PERSON	Completed
1	Welcome and Opening of Meeting	Chair	
2	Apologies	Attendees	
3	Guest Speaker		
4	Minutes from the Previous Meeting	Chair	
5	Business Arising from the Minutes	Assistant Secretary	
6	Correspondence	Assistant Secretary	
7	Matters Arising from Correspondence	Assistant Secretary	
8	Captain's Report – Activities previous 12 months	Captain	
9	President's Report	President	
10	Treasurer's Report	Treasurer	
11	Field Officer and/or Office Bearer Reports	Training/OHS/Com	
12	Motion(s) on Notice	Assistant Secretary	
13	General Business	Attendees	
14	Date of Next Meeting	13/02/2019	
15	Meeting Closed		

1. **Welcome** – Chair

2. **Apologies** – Mike Davis, M Scott

Attendance - Linda Greer, David Somerville, Max Horn, Tom Hanlon, Ian Annetts, Rob Morse, Helen Finney, John Collins and Therese Berriman

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3. **Guest Speaker** – Nil

4. **Minutes From Previous Executive Meeting** – Copy is available on MYRFS and the Members page on the brigade Website.

Proposed JC Seconded RM

These Brigade minutes have been accepted as a true and accurate record on 10/10/2018

(Insert date of subsequent meeting)

I Annetts

I Annetts – Assistant Secretary
10/10/2018

L Greer

L GREER President
10/10/2018

5. **Business Arising from Minutes**

5.1 Request for Fire Warning signs to be erected at Dunphy's camping area, Rob Vizenz advised Vanessa from NPWS was handling the matter.

6. **Correspondence** –

6.1 **District Office**

6.2 **Emails District Office**

Feed a Farmer and Volunteers4Volunteers
Operational Readiness 23 November 2018
Steve Fitz Funeral
HSR Elections
Updated Service Standard, Ranking and Insignia
RFSA Branch Meeting
BMCC Stronger Family Alliance
Resilient Australia Awards
RFS Young Volunteer nominations
RFSA Member Survey
EOI Blue Mountains Trail Bike Unit

7. **Matters arising from Correspondence** – Nil

8. **Captain's Report** – No Call Outs – Assisted with Fire Drill at Megalong Primary School, Cat 9 on standby at Megalong Gymkhana.

9. **President's Report** – Morgan Car Club will visit fire shed on Sunday 17th February 2019.

10. **Treasurer's Report** – Copy attached

Moved By LG Seconded By TB

11. **Field Officer and/or Office Bearer Reports** –

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11.1 Community Engagement Report – Nil

11.2 Training Officers Report – On 7th December 2018, Fire and Rescue Katoomba held a demonstration of their trucks capabilities at Shipley Brigade. It included a demonstration on how to cut open a car to extract trapped passengers. Max and I attended Shipley combined trained for BF recruits.

Anyone interested in visiting District Office to get a better understanding of how the operational centre works can visit the office this Saturday 15th December at 10am. Therese will notify District Office that a group of members will be visiting.

11.3. Equipment Officers Report – Nil

12. Motion(s) on Notice – Nil

13. General Business –

13.1 IA suggested that we should get a new lawn mower as the current has a large crack in the base plate. After some discussion the following motion was put forward by Linda Greer and seconded by David Somerville;

That the brigade make arrangements to purchase a battery operated mower and whipper snipper to maintain the brigade surrounds.

Proposed Linda Greer Seconded David Somerville, All in favour - Nil Abstentions

13.2 Mike suggested having a BBQ at either the next brigade meeting or on the weekend following the meeting. It was agreed that an email be distributed to members to ascertain which they would prefer.

The brigade has been invited to participate in the Community Christmas Party 6.30p this Friday 14th December 2018 at the Community Hall and have asked if anyone from the brigade can be Santa for the night.

It was agreed that the brigade should hold a BBQ for members and family at the fire shed on Sunday 30th December commencing 12 noon. Secretary to send an email to members with RSVP 23rd December 2018.

13.3 Therese suggested it would be a good idea for Operational Members to have name and brigade tags on their PPE and put forward the following motion;

The brigade arrange purchase of name and brigade tags for operational members

Proposed T Berriman Seconded Rob Morse, All in favour - Nil Abstentions

14. Date of Next Meeting 13th February 2019

15. Meeting Closed 8.03p

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Treasurers Report 12th December 2018

During this period the brigade has incurred the following income and expenditure for the proceeding two months;

Expenditure

Transfer from Operating to FTD	<u>\$5,000</u>
Total Expenditure	\$5,000

Income

Central Public Fund donations	Nil
Hat Donations	\$283.15
Bank Interest	\$34.29
Transfer \$5,000 to FTD	<u>\$5,000</u>
Total Income	\$5317.44

Total Net Profit/Loss	\$317.44
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Therefore I seek approval from the meeting to issue cheques for the expenditure shown above.

\$5,000 was transferred from the Operating Account to a Fixed Term Account for 5 months at 2.45%.

Following is a summary of the brigade's financial position as at the 1st December 2018.

I Annetts

Treasurer MVVRFB

12/12/2018

	MONTHLY BANK RECONCILIATION	
	MEGALONG VALLEY RURAL FIRE BRIGADE	
	FOR THE MONTHS OF OCT - NOV 2018	
ACCOUNT GENERAL FUNDS		
BALANCE AS PER GENERAL OPERATING		\$3,537.67
BALANCE AS PER OPERATING INVESTMENT ACCOUNT		\$5,000.00
BALANCE AS PER SOCIAL AND OPERATING INVESTMENT ACCOUNT		\$24,500.00
BALANCE AS PER SOCIAL ACCOUNT		\$3,322.19
BALANCE AS PER CENTRAL PUBLIC FUND ACCOUNT		\$250.63
BALANCE AS PER STATEMENT OF ACCUMULATED ACCOUNTS		\$36,610.49

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MONTHLY STATEMENT OF FINANCIAL POSITION	
	MEGALONG VALLEY RURAL FIRE BRIGADE
	FOR THE MONTHS OF OCT - NOV 2018
ACCUMULATED FUNDS	
BALANCE AT THE BEGINNING OF THE MONTH	36,293.05
PLUS MONTHLY RESULT	317.44
BALANCE AT THE END OF THE MONTH	36,610.49
REPRESENTED BY	
BANK ACCOUNT- GENERAL FUNDS	3,537.67
INVESTMENT ACCOUNTS SOCIAL + OPERATING	29,500.00
SOCIAL ACCOUNT	3,322.19
BALANCE AS PER CENTRAL PUBLIC FUND ACCOUNT	250.63
TOTAL	36,610.49

Signed as a true account of the Brigade's financial position as at this date:

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Date / / Treasurer

Approved on behalf of the Brigade:

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Date / / President