



## MEETING MINUTES

<b>Meeting:</b>	Megalong Valley Bi- Monthly Meeting
<b>Convened by:</b>	President
<b>Attendees:</b>	Linda Greer (Pres.); Robert Morse (Captain); Helen Finney (Secretary/Treasurer); Kieron Thompson; David Somerville; Max Horn; Simon Anderson
<b>Apologies:</b>	John Collins; John Abel; Luke Carlon; Malcolm Scott
<b>Location:</b>	Megalong Brigade Fire Station: 842 Megalong Rd, Megalong Valley
<b>Date and Time:</b>	11 December, 2019 – Started: 19:50
<b>Minutes by:</b>	Helen Finney - Secretary

### Minutes

- 1. Previous Meeting Minutes** are available on MYRFS and the Meetings page on the brigade website.
  - › Previous minutes were read and agreed to be an accurate account of the meeting.
  - › **Moved:** Linda Greer    **Seconded:** Keiron Thompson    Unanimous.
- 2. Business Arising from Minutes:**
  - › **Name/Brigade Tags for Members:** Name tags arrived and given to the respective members. It was noted that Steven Mills did not get any. Another order will be placed when there is a sufficient number of members who need them.
  - › **Community Notice Board:** It has been delivered to the Megalong Valley Shed in pieces with the box of corflute letters and numbers. Council to be contacted to organise a time for it to be installed.
- 3. Correspondence:** District Office Emails.
- 4. Matters Arising from Correspondence:** Nil
- 5. Captain's Report:**
  - › **Callouts:** Multiple campfires; baby locked in a car – RFS assisted; and other false alarms
  - › **Current Fires:** Ongoing concern. There were complaints voiced about leadership/communication issues. BART or Email was discussed again. Texting seems to work better than anything else at the moment. These issues were debated and plans put into action.
  - › **Tanker Inspection:** Postponed until next year.
- 6. President's Report:** Stay safe and hydrated.
- 7. Treasurer's Report:**

Copy attached.

**Moved:** Linda Greer    **Seconded:** David Somerville    Unanimous.

**8. Field Officer and/or Office Bearer Reports:**

**Training: David Somerville**

David will be contacting people to find what they need – either to start or upskill. Training programs will be then put in place for everyone.

**OHS: John Collins - Nil**

**Community Engagement: Robert Morse**

- The Notice Board is to be properly installed by Council – as mentioned previously. It would have been ideal for it to have been installed not long after it had been delivered, to have been able to use it for the current fire events.
- Robert Morse attended Megalong Valley School for a Fire Information Day – handing out information bags and allowing the children to use the electronic fire extinguisher and to explore the firetruck. Both the teacher and children were very appreciative of the time given and had fun.

**General Business:**

➤ **Xmas Get Together:**

Postponed until further notice...

**9. Date of Next Meeting: Wednesday 12 February, 2020.**

**10. Meeting Closed: 20:38**

**Table 1: Action items**

Item	Action	Member	Due date	Status
Tanker Inspection	Still to be organised	Robert	12/02/20	Pending

**Table 2: Documents referred to in the meeting**

Document title	Author	Version	Date
Correspondence	Emails District Office		N/A
Treasurers Report	Helen Finney		N/A

**Table 3: Next meeting**

Date	Start time	Finish time	Location
12 February, 2020	19.30	N/A	Megalong Fire Shed

## Treasurer's Report October/November 2019

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

<b>Expenditure</b>	
Letterbox, Nos & Trim	\$140.98
Cleaning & Kitchen Items	\$110.95
Training Morn Tea	<u>\$ 32.80</u>
<b>Total Expenditure</b>	<b>\$284.73</b>

<b>Income</b>	
Hat Donations	\$183.20
Bank Interest	<u>\$ 14.34</u>
<b>Total Income</b>	<b>\$197.54</b>

<b>Total Net Profit/Loss</b>	<b>-\$ 87.19</b>
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Therefore, I seek approval from the meeting to issue cheques for the expenditure shown above. Following is a summary of the brigade's financial position as at the 30 November, 2019.

H Finney  
Treasurer MVVRFB  
11/12/2019

## MONTHLY STATEMENT OF FINANCIAL POSITION

MEGALONG VALLEY RURAL FIRE BRIGADE  
FOR THE MONTHS OF OCTOBER/NOVEMBER 2019

<b>ACCUMULATED FUNDS</b>	
BALANCE AT THE BEGINNING OF THE MONTH	37,397.63
PLUS/MINUS MONTHLY RESULT	-87.19
BALANCE AT THE END OF THE MONTH	37,310.44
<b>REPRESENTED BY:</b>	
BALANCE OF OPERATIONAL ACCOUNT	4,245.05
BALANCE OF SOCIAL ACCOUNT	3,475.42
FIXED TERM DEPOSIT ACCOUNTS – OPERATIONAL & SOCIAL	29,601.49
BALANCE AS PER NSW RFS & BRIGADES DONATIONS FUND ACCOUNT	102.72
<b>TOTAL</b>	<b>37,397.63</b>

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

.....  
Date 11 / 12 / 19 Treasurer  
Approved on behalf of the Brigade:

.....  
Date 11 / 12 / 19 President