

PEARL BEACH PROGRESS ASSOCIATION INC

EXECUTIVE MEETING MINUTES

26 February, 2025 at 4pm at Hall

Attendees – Russell Grove (Chair), Robyn Barrett (Treasurer), Gary Phillips (Secretary), Cathy Lancaster (took minutes), Victoria Crawford, Lynne Lillico, Margaret Westcott, Paul Barclaire, Malcolm Davison,

No Apologies

Business Item 1	Action
<p>Minutes of Executive Committee meeting held on 22 and 31 January 2025</p> <p>The Executive Committee minutes of 22 and 31 January 2025 were accepted as a true and accurate record of the meeting.</p> <p>Moved: VC Seconded: PB</p> <p>No dissent</p> <p>Matters Arising – see item 7.</p>	

Business Item 2	Action
<p>Minutes of General Meeting held on 1 February, 2025.</p> <p>Minutes were noted as having no issues and were ready to send out prior to the March GM</p> <p>No matters arising.</p>	

Business Item 3					Action
Correspondence since 22 January 2025					
In	Date	From	To	Subject	
1	28/01/25	Tim Moulton	Secretary	Offering old photos of the Arboretum taken by Jo Moulton in the 1970s .	
2	30/01/25	Penryn		Resignation letter	

		Maddrell	Secretary			
3	9/1/25	Nigel Tisdale	Secretary	Nigel created instructions for the use of microphones and how to Chromecast.		
4	30/01/25	Deirdre Page	Secretary	Resignation letter		
5	29/01/25	Arboretum President	Secretary	Invitation to opening of PBEAT2025.		
6	6/02/25	Tony Higgins	Secretary	Enquiry re status of survey results.		
7	14/02/25	Sonia Dennehy (CC Council)	Secretary	Follow up suburb sign proposal		
8	15/02/25	Julian Knights	Publicity Officer	Offer to donate to the music scholarship fund		
9	19/02/25	Justice David Davies	Publicity Officer	Offer to donate to the music scholarship fund		
10	5/2/25	Genevieve	VP2	There is interest in a donation towards the maintenance of beach safety equipment – how is this handled?		
11	17/2/25	Ashley Fraser	Publicity Officer	Offer to donate to the music scholarship fund		
12	21/2/25	John Baxter	Secretary	John represents the CC Commemoration Guard – offers to organise a honour guard Catafalque Party attend the ANZAC Service.		
13	8/2/25	The Fussells	Publicity Officer	Offer to donate to Music Scholarship Concert.		
Out	Date	From	To	Subject		
1	6/02/25	Secretary	Tony Higgins	A summary of survey results is being prepared for members. Some actions have already been taken.		
2	3/02/25	Secretary	Deirdre Page	Acknowledge her resignation as President		

				and thank her for her contributions as a member of the Executive Committee			
3	3/02/25	Secretary	Penryn Maddrell	Acknowledge her resignation and thank her for her contributions as a member of the Executive Committee			
4	7/02/25	President	All members	Informing members of resignations of Deirdre Page and Penryn Maddrell and thanking them for their contributions. Advising that RG will become president and that 2 vacancies exist on Executive Committee – open to any members. Also advised of new FB page.			
5	27/2/25	Publicity Officer	Tom and Louise Fussell	Thanking them for donations to Music Scholarships			
6	15/2/25	Publicity Officer	Julian Knights and family	Thanking them for donations to Music Scholarships			
7	27/2/25	Publicity Officer	Julian Knights and family	Advising that Publicity Officer is to meet with representatives from Conservatorium.			
8	27/2/25	Publicity Officer	Ashley Fraser	Thanking them for donations to Music Scholarships			
9	18/2/25	Publicity Officer	Justice David Davies	Thanking them for donations to Music Scholarships			
10	27/2/25	Publicity Officer	Justice David Davies	Advising that Publicity Officer is to meet with representatives from Conservatorium.			
<p>There was discussion on the best way to handle the proposed donation to beach safety equipment. RG will raise the need to set up an advisory group on beach safety equipment at the GM.</p>							

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Business Item 4	Action
<p>Finance</p> <ul style="list-style-type: none"> a. RB prepared a detailed P&L report which was circulated to the Executive Committee - a summary report was circulated to the general members. The Finance Committee will determine what format should be circulated to the members. b. The budget will be determined by the Finance Committee. c. Hall hire invoices will be sent in advance. d. RB needs access to the Hall Booking calendar – GP will investigate how this can be provided e. RB needs access to PayPal but does not know the access details. VC & GP to investigate who has access to PayPal and how to provide it to RB f. Next financial year there needs to be a 'streamlining' of event headings where the event is an annual event. This will be discussed within the Finance Committee 	<p>RB</p> <p>RB</p> <p>RB</p> <p>GP</p> <p>GP & VC</p> <p>RB</p>

Business Item 5	Action
<p>Subscriptions on website</p> <ul style="list-style-type: none"> • Since there appears to be little difference between a paid-up Friend and someone who subscribes to receiving news about the PBPA and the Gem, a question was posted to the exec by the Constitution Working Group about whether the ability to subscribe on the website should be removed. 	<p>GP</p>

Business Item 5	Action
<ul style="list-style-type: none"> • GP to review the current list of subscribers and how they have subscribed to understand how the website treats a request to subscribe and who has subscribed that way. • It was noted that those who are only subscribers do not get access to the PBPA Voices FB Group. However there needs to be a greater incentive to become a 'Friend' – perhaps concert discounts or a reduced fee. To be considered as part of the new membership system and website. 	<p>GP</p>

Business Item 6	Action
<p>Report on subcommittees/working groups</p> <p>Refer to report of Hall subcommittee – in addition approval given for purchase of 12 round tables.</p> <p>The Guidelines Working Group had met earlier that day – the updated Guidelines are nearly ready. Constitutional amendments are being considered which will assist with former members who leave Pearl Beach and further define the 'grace' period for continuing members.</p> <p>Final Guidelines and proposed changes to constitution to be presented to the Exec at the next Exec meeting</p>	<p>VC</p>

Business Item 7	Action
<p>Review Action list – 11/2/25.- see updated Action list</p> <p>Welcome Packs - MW provided detail on contents of Welcome packs – suggestions were made such as including QR Codes and listing contacts at rear of document as well as what pamphlets to include. RG will revise Welcome letter.</p> <p>Style Guide - MW presented updates to the PBPA logo. She proposed changing the layout between the text and the logo so it can be adapted for more situations and proposed a change of font – The Exec took a quick vote on the change of font and 5 out of 9 voted in favour of new font.</p>	<p>MW & RG</p> <p>MW</p>

Business Item 8	Action
<p>Other Business</p> <p>RB raised a concern that some members of the association believe there is still some disharmony within the Executive Committee. RG suggested that an informal meeting may be the best way to deal with this perception. To be further discussed.</p>	

Meeting Closed – 6:35 pm

Next meeting – Wednesday 26 March, 2025 at 4 pm at Hall.