



VICTORIAN COUNTRY VOLLEYBALL COUNCIL

21 Pilcher Street,
BENDIGO. 3550

9/2/80

Mrs J. Van Der Stean,
V.C.V.C. Secretary,
P.O. Box 935,
MORWELL. 3840

Dear Jenny,

Enclosed please find the following:

1. Petty Cash advance of \$50.00 - this is to be used for postage, freight, stationary, phone calls, etc.
2. The necessary forms for the transfer of signatures from Danny and Tom to Malcolm and yourself. Would you please sign where indicated and ask Malcolm to do the same and return the forms to me.
3. The current Association Executive listing.

Tom may already have explained, but as V.A.V.A. Secretary, I have been in the practice of providing 11 copies of any material which is to be distributed to country Associations from V.A.V.A. to Tom and he has forwarded them on to the individual bodies. I would be pleased if you would continue this practice as it saves me a lot of work. Depending on the urgency for distribution, I will do one of three things:

- a. Distribute direct with a copy to you for V.C.V.C. files.
- b. Post all 11 copies (1 for each Association and 1 for V.C.V.C.) to you for distribution.
- c. Hand the 11 copies to either Howard or Malcolm at V.A.V.A. meetings to pass on to you.

I hope you will be in agreement with this procedure.

Regards,

Murray Mansfield

V.C.V.C. Treasurer