

Meeting Minutes
Meeting held at Springvale Botanical Cemetery 27 April 2012
At 5.15pm

Invited: Frances Bakker, Pat Callan, Chris Keys, Stan Harris, Ian Maxwell, Michelle Blyth, Celestina Sagazio, Gillian Kearns

Apologies: Gillian Kearns, Vladimer from RSL, Herb Warren - Lions Club of Dandenong, Cirsetti from Cameo Memorials, Templeton Funerals, Lynn - SE Historical Society, Dandenong Council Archivist - Rhonda Diffy, Russell - Rotary Club. Rep from Russian Orthodox Community Welfare, Ann community organiser Bunnings

1. MINUTES OF INAUGURATION MEETING:

Resolved:

- that the information be noted

All

1.1.1. Whilst the newly formed Friends of Dandenong Cemetery (FODC) are not yet officially registered, they have completed the necessary forms and are in the process. This is in the hands of Chairperson.

2. MATTERS ARISING - Not applicable

3. ITEMS FOR DECISION - Logo, Official name, aims and principles. Voted and approved by all present. Application for grants discussed and all agreed to apply for as many as we are entitled to. Business registration/charity status to be completed and submitted asap. All present agreed on the opening of a bank account in the name of Friends Of Dandenong Cemeteries.

4. ITEMS FOR DISCUSSION:

4.1 COMMITTEE MEMBERS

Resolved:

- that Frances Bakker confirmed as Chair for FODC, seconded by Chris Keys
- Frances Bakker nominated Pat Callan as Secretary for FODC seconded by Ian Maxwell
- Other positions available include Treasurer and Stan Harris proposed his accountant maybe able to assist. TBC
- Committee Member application forms handed to members present for consideration

4.2 FUTURE MEETINGS:

Resolved:

- That dates, communication protocol and contact numbers be noted All

4.2.1. MB suggested the group set dates for future quarterly meetings well in advance. Dates agreed are based on last Friday of the month and were:

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- Friday 27th July at 4.30
 - Friday 26^h October at 4.30 and
 - Friday 25th January at 4.30 pm.
- 4.2.2. Venue to be LePine Funeral Directors, Dandenong.
- 4.2.2b All other meetings to be held at Le Pine Dandenong at 4.30pm on Last Friday of each month: May 25, June 29, July 27, Aug 31, Sept 28, Oct 26, Nov 30, No meeting will be held in December. 2012.
- 4.2.3. All correspondence to be circulated to entire group for reference via Chair (Frances Bakker).
- 4.2.4. Contact details (mobiles) provided – refer below.

4.3 FEES UPDATE

Resolved:

- \$20 Per annum
- \$10 Per concession
- \$25 – Casual Fee
- \$15 – Business fee

Frances Bakker noted that these fees are indicative of other similar groups. All agreed and fees were approved.

4.5. WEBSITE COMMUNICATIONS AND WAIVER CLAUSES

Resolved:

- that a web site would be created for the future purposes of FODC and that a disclaimer clause is necessary at the foot of website once initiated. MB/GK
- that a link between SMCT website and FOCRC website is feasible MB

- 4.5.1. SMCT requested the FODC insert a clause at the foot of their website to indicate the FODC Website did not necessarily reflect the views of SMCT:
- A draft clause will be forwarded to the FODC committee and if any objections are raised, these will be conveyed at the next meeting for discussion;
 - MB to provide wording.
- 4.5.2. It was agreed that a link between the SMCT and FODC website be investigated further.

4.6. COMPUTER ACCESS CCEMS:

Resolved:

- that access to CCEMS 'read only' be provided once FODC registered May 2012

- 4.6.1. MB advised that we are offering other 'Friends of' groups, access to CCEMS: