



BEEKEEPERS ASSOCIATION OF THE ACT (Inc)

**MINUTES OF THE COMMITTEE MEETING  
HELD THURSDAY 08 FEBRUARY 2018  
(BY VIDCON)**

**Attendees:**

Cormac Farrell – President

Dermot Asls Sha'Non – Vice President (in part)

Phil Andrews – Secretary

David Segal – Treasurer/Assistant Training Manager

Alan Wade – Apiary Manager

Frank Derwent – Training Manager (in part)

**Apologies:**

Christine Joannides – Assistant Hive Manager

**Introduction**

1. The meeting was opened by the President at 2000.

**Conflicts of Interest**

2. No conflicts of interest were declared by attendees.

**Sentinel Hive Program**

3. The Secretary suggested that the Committee be provided with a brief on the Sentinel Hive Program, in particular, the contractual aspects that the Association was in with Plant Health Australia. The President advised that he will brief the Committee at the February 2018 meeting.

Action: President

**Xero Accounting Software**

4. The Treasurer advised that the trial of Xero had gone very well. Xero is a cloud based bookkeeping software that will assist the Treasurer in managing the Association's finances. Xero links directly to the Association's bank account and can make the payment of expenses and reimbursement of costs more efficient. Access to Xero can be provided to the Auditor which also makes this process more efficient. The Committee agreed that Xero should be continued to manage the Association's finances and agreed the \$600 annual fee was reasonable.

Action: Treasurer

**Survey Results**

5. Dave Segal provided further information from the survey of members conducted in mid-2017. The new website was a key outcome that was designed to address and improve on a number of the issues identified through the survey. The survey results will continue to be analysed to look for further opportunities to enhance the benefits for members.

### **First Aid Training**

6. Phil Andrews advised that he has sought a quote to provide first aid training to members from a local firm. Brindabella First Aid. The Committee agreed to pursue the opportunity further to see if a reasonable price per participant could be reached and for two courses to be run in Winter to gauge interest of the members. It was agreed that in principle the Association could subsidise the course, but an actual figure was not determined.

Action: Phil Andrews

### **Meeting Schedules**

7. The timing of both Committee and Association meetings was discussed. As no viable alternative was proposed and the Committee was happy with the current arrangements, it was agreed that the monthly meetings of both the Association and the Committee would remain.

Action: Secretary

### **Catering at Association Meetings**

8. The supper component at the end of the monthly meeting was an important part of the meeting structure. It allowed members to share stores, seek advice and learn and help each other. The catering provided was an important element and needed a dedicated member to coordinate and provide. The Committee agreed to call for a volunteer to run the catering for the monthly meeting.

Action: Vice President

### **Field Day**

9. The President advised that the annual Field Day was planned for 17 March 2018. Cormac had sent an email (8 Feb 18) to Committee members seeking their assistance in finalising arrangements for the day. Alan Wade advised that he will assist in coordinating the event. Committee members were requested to liaise directly with Cormac to advise where they could help organising the field day or on the day.

Action: Committee members

### **Equipment Audit**

10. Dave Segal advised that the audit of the association equipment was progressing and nearing completion. The audit should determine the state of the equipment and where it was located. The audit will also determine what new equipment could be purchased for the benefit of members. A broader discussion on where the equipment was located to ensure it was known and accessible to members was to be held.

Action: Dave Segal

### **Training Arrangements**

11. The Training Manager suggested that a review of the training arrangements be undertaken as he did not believe the current arrangements were ideal for the Association. It was agreed that the current arrangements had been trialled but may not be as effective in the delivery of training course to new and existing members as had hoped. It was agreed that a further review to understand what training the Association could/should provide and how this was best placed to be delivered.

Action: Frank Derwent

**Meeting Close**

12. The President closed the meeting at 2135.



**Cormac Farrell**  
President

10 February 2018



**Phil Andrews, JP**  
Secretary

10 February 2018