

minutes



Time: 8pm

Date: 22.04.19

Zoom details: Join from PC, Mac, Linux, iOS or Android:
<https://uqz.zoom.us/j/888483796>

Or Telephone:

Dial: +61 2 8015 2088

Meeting ID: 888 483 796

International numbers available: <https://zoom.us/j/888483796>

Chair: James

Minutes: James

Attendees: James and Marion

Apologies: Rizza and Joy

1. Action Items from last meeting/Update Everyone

Marion contacted bunnings - the process is to contact the individual store. **Marion** will go ahead and contact some stores and see how we go

James - to add promo photos and testimonials to one drive to help Marion when approaching Bunnings

James - Take Ryan through the charity back end in preparation for his commencement as chairperson

James - Develop marketing pack for Winter Wonderland 2019 - sponsorship of meal elements - ongoing james
2. Fundraising Everyone
 - a. Ideas to implement

Marion to speak to Anthony
James to speak with Nathan

- b. Fundraising number QLD James
James - this is ongoing

- 3. Update on ACNC report, responsible persons, James
and banking (cards etc.)
James gave update

- 4. Any Other Business (add item below and your name)
 - a. James to go over roles in meetings (see below) James
 - b. Meetings from now on James
 - i. Chair sets date (doodle poll), Zoom and agenda
(change zoom details in agenda)
and add to Google Drive - then
emails everyone
 - ii. Minutes person just tidies up notes and
sends around to everyone then adds to the website
 - iii. Please see schedule below for upcoming meetings

Date	Chair	Minutes
April	James (Rizza away)	James
May	Marion	Rizza
June	Joy	Marion
July	James	Joy
August	Rizza	James
September	Marion	Rizza
October	Joy	Marion
November	James	Joy
December	Rizza	James

5. Next Meeting

a. Time **8pm**
b. Date **27th May**

Action Items:

Marion to contact Bunnings stores individually

James to add promo photos and testimonials to one drive to help Marion when approaching Bunnings

James to take Ryan through the charity back end in preparation for his commencement as chairperson

James to develop marketing pack for Winter Wonderland 2019 - sponsorship of meal elements - ongoing james

James to continue with fundraising number