

VIEW (Voice, Interests and Education of Women) Clubs of Australia
GPO Box 10500
Sydney NSW 2001

**National Minutes
and
Information from National Council**

November 2015

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Summary of Decisions at National Council Meeting November 2015

Area of Work	Decision, Policy and/or Procedure	Agenda Reference
Opening	Summary of Achievements for 2014-2015 noted.	1.0
Resolutions	Final voting results noted.	5.6
Awards	National Council noted that Awards had been presented at Convention for the George Forbes Award, National President's Award and a Special Commendation.	8.5
National Executive Appointments	National Council noted the appointment of National Executive for 2016-2017 announced at Convention 2015.	8.6
National Councillor Nominations	National Council unanimously ratified the appointment of National Councillors for 2016-2017.	8.7
Zone Councillor Nominations	National Council unanimously ratified the appointment of Zone Councillors for 2016-2017.	8.8
National Schedule of Dates	National Council unanimously ratified the 2016 Schedule of Dates.	8.9
Change of Term PSOB to PSO	Term Senior Office Bearer (PSOB) changed to Past Senior Officer (PSO) when referring to Past Executive, Past National Councillors, Past Area Directors and Past Zone Councillors as a group.	8.10
Ratification of Club Name Change	Bribie Evening VIEW Club to become a day club and be known as Bribie Island VIEW Club.	8.13

MINUTES AND INFORMATION FROM NATIONAL COUNCIL MEETING

Monday 2 November 2015

The Smith Family Recycling Operations, Villawood NSW

National Executive Present

National President Robin Perros, National Vice Presidents Sue Field, Lyn Gerstenberg and June Greentree

National Councillors Present

Robyn Bursill - NSW South Coast Berry to Eden (NG), **Mary Daly** - South Eastern Metropolitan Melbourne to the Mornington Peninsula & Gippsland (VB), **Kathie Diskin** - NSW Northern Rivers (NJ), **Liz Doorey** - Lower Mid North Coast of NSW and Inland (NK), **Beverley Giglio** - Upper and Lower Hunter & Port Stephens (NA), **Barbara Hyslop** - New England and North Central NSW (NI), **Marian Kingham** - Sydney North Shore & Northern Beaches (NC), **Laura O'Brien**, Upper Mid North Coast of NSW and Inland (NM), **Jan Roberts** - Canberra and surrounding areas (AA), **Marjorie Schultz** - Metropolitan Adelaide and Surrounds including Sunraysia (SA), **Toni Thomas** - Blue Mountains, Lithgow, Richmond/Windsor & St Mary's (NN), **Gloria Walter** - Sydney South West (NE), **Gwen Wilton** - Macarthur, Southern Highlands & Illawarra region including Wollongong (NB), **Jennie Wynd** - Central & Eastern Metropolitan Melbourne (VA)

Caretaker National Councillors - Not Present

Lyndsay Basford/Jean Clarke - Gold Coast, Darling Downs and Brisbane (QA), **Madge Doust** - Central and Southern Sydney (ND), **Cynthia Guyenette** - Riverina, MIA, Snowy Mountain Foothills (NL)

Apologies

Lola Shaw - NSW Central Coast, North to Lake Macquarie (NF), **Sunnie Watts**, North and Western Metropolitan Melbourne & North and Western Country (VC)

National Office Staff Present

VIEW National Manager Maryanne Maher
Administration Coordinator Linda Custer
Operations Coordinator Olga Shkuropatova

Minute Secretary - Past National Vice President Jillian Smith

1. OPENING

National President Robin Perros welcomed all present and began the meeting by acknowledging the traditional owners and custodians of the land. She then opened the meeting with the VIEW Pledge. Robin welcomed incoming National Councillors as observers noting that this was the last meeting of this two-year term.

Robin thanked Maryanne Maher for organising a tour of **The Smith Family Recycling Operations** at Villawood and for the National Council meeting to be held in the Boardroom.

Peter Lombardo, Acting General Manager, Recycling Operations provided a brief history of The Smith Family's recycling operations which commenced in 1963 and moved to the Villawood facility in the mid-1980s. National Council **noted** that the facility has won a number of "Excellence" Awards. Peter discussed the relationship between VIEW and the Recycling Operation noting the generosity of VIEW Clubs in terms of donations and

volunteering. He congratulated members who attended National Convention and over the two days shopped, at the Pop Up retail store and purchased clothing and accessories raising \$2000 of revenue.

Peter also thanked the VIEW members attending National Convention for their donation effort. He reported that VIEW Clubs saved 240kgs of clothing from being added to landfill. 94% (224kg) of items donated were saleable/re-useable.

National Council **noted** that The Smith Family's **Collection Network** consists of approximately 750 red bins located to the North - Hunter Region and Central Coast, to the South - Kiama Downs and ACT, to the East - Sydney Metro Basin and to the West - Bathurst.

The Smith Family **Retail Network** consists of 19 Outlets located to the North at Bateau Bay, Toronto, Port Macquarie, Coffs Harbour, to the South at Wollongong, Bowral, Goulburn, Woden (ACT), to the East at Bankstown, Blacktown, Burwood, Campsie, Fairfield, Hurstville, Liverpool, Marrickville, Penrith, Rockdale and to the West at Dubbo.

The 19 The Smith Family Retail Stores are able to promote VIEW and local clubs in store, display VIEW collateral in store and provide local VIEW club/member details to interested shoppers.

Retail Outlets are always looking for donations of Menswear, Ladieswear, Handbags/Accessories, Shoes (even 1), Children's Clothes, Underwear, Manchester, Leisure/sportswear. New or near new items are highly desirable. If you would wear the item, use the accessory again it is an acceptable donation.

Further information about the location of Retail Stores or Donation Bins is available from The Smith Family Donation Line - 1300 737 166.

Robin reminded outgoing National Councillors to have a thorough handover with incoming National Councillors to ensure a smooth takeover of duties.

Robin spoke to a document circulated prior to the meeting which summarised National Council's achievements during 2014-2015 as follows.

- National President's theme for 2014/15 - **"Connecting Women – Inspiring Futures"**.
- Club Birthdays - Executive attended many 20th anniversaries of clubs as well as other significant club milestones.
- **Reinvigoration of Area Galas/Zone Conferences** - During the past 18 months there has been either a Gala or Zone Conference, or a combination of both, held in each Area.
- **International Women's Day** – Held six significant International Women's Day (IWD) events in New South Wales, Victoria and Queensland in 2014/15, as well as a number of IWD events held in other States and regional areas.
- **Club Development** - Focused on development and reviewing the current health and membership of all clubs. Held a number of regional Development meetings.
- Club Maintenance - **Developed a club maintenance guide** as a tool for the use of both Zone and National Councillors.

- Trial of **new Area QC** for 1 year was completed and National Council confirmed ratification of the new area with effect 2016.
- WA Development Team - Held **inaugural WA Development Conference** in Margaret River. Second Development Conference will be held 26-27 August 2016.
- New Clubs - **Three new clubs were formed in 2014/15**; two in South Australia and one in Victoria.
- Corporate and Community Partnerships - **Continued to grow our partnership with Blue Illusion with Styling Workshops and National fundraising days** with a percentage of proceeds of sales on the day going to The Smith Family. In total these events raised \$105,644. In 2014 **VIEW supported the Dick Smith fundraising promotion**. The outcome The Smith Family was one of five charities to receive a donation of \$20,000 from the Dick Smith Foundation. **VIEW continued to support the People's Choice Community Lottery** which raised \$18,000 (9,000 tickets) in 2014 and \$20,000 (10,000 tickets) in 2015 for the Student2Student reading program. Continued community partnerships with Lions clubs, Petals florist and Treloar roses.
- **Increasing Voice of VIEW in the Media - Publicity in national and local print media has improved and steadily increased with a total reach of 19.5 million people in 2015.** Media has also broadened to include social media, Facebook, blogs and newsletters; VIEW Facebook page *now* has 550 Facebook likes. A number of clubs have created their own Facebook pages, groups and newsletters; **produced our first YouTube videos to promote VIEW and attract new members** (What I like about VIEW and a call to action) of VIEW women explaining what VIEW is, what they gain from their membership and why they are so proud to be a member of our organisation.
- Operational Improvements - **Introduced Electronic Cashbook in 2014, a comprehensive Treasurers guide for all Club Treasurers, a new petty cash form; Electronic Funds Transfer (EFT)** has been trialled in Clubs in SA, WA and Victoria and will be rolled out in QLD and NSW in 2016; **new VIEW posters and Banners which include The Smith Family logo to enhance our profile** to the general public and link VIEW with The Smith Family; commenced work on a simple "how to Club Development guide"; and VIEW Clubs were introduced to the new *My Smith Family Portal* for online access to information about their sponsored *Learning for Life* students.
- **VIEW merchandise** - Introduced the VIEW Lapel Pin, VIEW glass nail files, produced special National Convention items of a VIEW fan and a green nail file.
- **VIEW Website Development Project** - In August 2014, Isobar - global full service digital marketing agency (who developed The Smith Family refreshed website) agreed to update and refresh the VIEW website (View.org.au) on a pro-bono basis. The project is progressing with the launch of the refreshed VIEW website due in early 2016.
- Senior Leadership Training - **National Executive and National Councillors have all participated in training sessions at National Council meetings** on Conflict Resolution, Presentation Skills, the increased use of media and social media and The Impact of Storytelling.
- **Learning for Life Sponsorships - As at October 2015, VIEW Clubs nationally support 1150 Learning for Life students.** 92% of VIEW Clubs support one *Learning for Life* student, with 79% supporting

more than one and a significant number of clubs supporting more than two. A number of clubs support more than 15 students.

- **Patron for VIEW** - Agreed that the appointment of a high profile woman Patron would assist in the promotion and growth of the organisation by raising our profile in areas which VIEW would not normally be able to access. Look forward to announcing our new VIEW Patron in due course.
- **National Convention** - Biennial National Convention was held in Wollongong from 11-13 September 2015. Attended by more than 650 women.
- **Membership - Currently 17,000 members in 340 clubs. There was a 5% increase in new membership from 2013 to 2014.** 2,616 women have joined VIEW since 1 January 2014.
- **Connecting with Local/State/Federal MPs** - National Councillors have continued to connect with their State, Federal and Local Government representatives to inform them about VIEW, the number of VIEW Club members in their community, the number of *Learning for Life* students they support and how the members support The Smith Family.
- **Recognition of Service in the Community** - VIEW has received recognition for its many years of service in the community. **In March 2014 all VIEW members in NSW received an Outstanding Community Service Award** (from the Premier of NSW) for their outstanding work in the community supporting disadvantaged children for the past 54 years. **In March 2015 Jane Prentice, Federal Member for Ryan spoke in Australian Parliament about highlighting the work of VIEW Clubs and their dedication to improving the educational needs of disadvantaged children.** In August 2015 Jonathan O’Dea, Member for Davidson delivered a “Private Member’s” statement in NSW Parliament devoted to VIEW Clubs and in particular those in his electorate.
- **Supporting Smith Family Recycling Operations** - VIEW clubs have partnered with The Smith Family Retail Stores in NSW/ACT. The Smith Family Recycling Operations held its first ever Pop-up retail store at Expo on both days of Convention. Members supported National Recycling Week in November 2014.
- **Supporting Toy and Book Appeals** - In 2014 \$63,000 raised for the Toy & Book Appeal which was an 8.6% increase on the previous year \$58,000. Continued to actively support both financially and through the media, The Smith Family Winter and Christmas Appeals.
- **Advocacy** - VIEW nationally joined forces to send an important message about financial disadvantage and educational performance to State and Federal governments during **Anti-Poverty Week** during 2014. A number of VIEW Clubs held events to mark Anti-Poverty Week.
- **Promoting VIEW more broadly in the Community** - Continued to promote VIEW and its connection with The Smith Family to other community organisations. Commenced work on forming a Speakers Bureau (2016) of trained VIEW women to address other organisations about the work of VIEW and also our connection with, and the work of, The Smith Family initially in the Sydney, Illawarra and Shoalhaven regions and then hopefully to widen the reach across NSW.

2. MINUTES AND BUSINESS ARISING

Minutes - National Council **ratified** the minutes of the September 2015 meeting.

Moved June Greentree, **seconded** Robyn Bursill.

Business Arising - Business arising from previous minutes was dealt with during the meeting under the appropriate Agenda Item.

3. CORRESPONDENCE IN/OUT

Sue Field tabled the correspondence received and sent since September 2015. National Council **noted** that a number of Get Well and Sympathy cards had been sent to members.

4. REPORTS

4.1 Decade Birthdays – Update re Executive Attendance

June Greentree advised that the National Executive have been able to attend nine 20 year anniversary events this year. She noted that Great Lakes Evening VIEW (Zone NK01) will celebrate their 20th birthday later this year. West Coast VIEW (Zone WA01) and Adelaide Hills (Zone SA01) will celebrate 10year anniversaries in 2015. The National Executive was invited to attend a number of other significant club anniversaries throughout the year.

Invitations for the National Executive to attend special birthday celebrations in 2016 should be sent to National Office as soon as practicable. Where possible a member of the Executive will endeavour to attend. Clubs are reminded that attendance will depend on other competing priorities, time and cost/distance to travel.

4.2 Area Gala Functions/Zone Conferences

National Council **noted** that most Areas held either a Gala function or a Zone Conference this year. The Areas without a current National Councillor or Zone Councillor tended to not have a function. The only exception was Area NB because the Biennial National Convention was held in September in Wollongong. All Areas are **encouraged** to hold a Gala Function during 2016.

4.3 Learning for Life Liaison

Sue Field spoke to a report circulated prior to the meeting noting as many *Learning for Life* students will now be sitting for their final school exams, clubs who may be sponsoring a Year 12 or equivalent student and are intending on continuing to sponsor their student into Tertiary or TAFE, are reminded that they may not know until March or later if their student has been accepted into tertiary education.

Sue reiterated that student profiles are updated annually, sent to sponsors during the second half of the year and are the only compulsory communication students must complete.

National Council **noted** that a new online way of accessing information regarding Club sponsored *Learning for Life* student/s - the new Smith Family Portal '**My Smith Family**' –is now available to all VIEW Clubs. By using **My Smith Family portal** it is now possible (for your club's dedicated *Learning for Life* Student liaison) to view and access your club's Student Profile, your donations this financial year and tax receipts which you can download and print, view and update your details and access your payment information, all in one place.

In addition, Clubs can now write to their students online and The Smith Family will print the notes and forward them on to your student.

This is an option for Clubs to manage their support; however Clubs **will still receive their student/s profile and correspondence by mail.**

All Clubs are asked to review the My Smith Family FAQ which was sent out in the October mail out. Go to The Smith Family website, click on My Smith Family - To register for **My Smith Family** you need to have your 'Supporter ID" which is located either in the bottom section of your club's tax receipt or at the top right hand corner of most Smith Family letters. When you register you will also need to provide a password for security reasons.

If you are having trouble finding your Supporter ID or need help with navigating the My Smith Family portal, the Supporter Care Team will be able to help you. Contact them on 1800 633 622.

4.4 Letters and meetings with MPs

Robin advised that a final report on meetings with MPs will be available at the end of the year as National Councillors are continuing to hold meetings.

5. SUB-COMMITTEES/WORKING GROUPS

5.1 VIEW Engaging with the Community

June Greentree **noted** that revised Volunteering forms have been provided to incoming National and Zone Councillors. They will be provided to Clubs shortly.

Volunteering for The Smith Family – Activities and Events Program.

Members have been volunteering their time and help to assist in schools by either mentoring students, helping with breakfast clubs, learning clubs, reading clubs, garden clubs, craft clubs and in school canteens. Some members have also been helping with HSC exams as invigilators.

Volunteering in the Name of VIEW – Community Focus.

A number of Clubs have been participating in Walk with VIEW events, having stalls at local markets, promoting Anti-Poverty Week, attending Blue Illusion stores for their own local fashion parades and styling workshops, attending Women in Service luncheons, helping out at "Reviver Driver" stations, assisting at sporting functions and many other activities.

All of these events are a good way to promote VIEW in the local community and inform others about what we do and encourage them to join us.

Club Donations for Student Support

Many clubs support their local schools by donating handmade knee rugs, library bags, school stationery supplies etc. Those clubs with a local *Learning for Life* Program Co-ordinator in their area have been donating similar items to them, so that the Co-ordinator can then distribute these goods where they are most needed.

National Councillors were asked to continue to encourage Zone Councillors to collect and collate this information from their clubs through their Club Delegates and remind them of the importance of this information. This information is presented to The Smith Family Board so that they are aware how many hours VIEW members volunteer and it is placed in The Smith Family annual report.

5.2 Communications and Public Relations

Media – Promoting VIEW in the community

VIEW Clubs has reached a new high with its media in 2015. To date the total reach is 19,564,653 people. VIEW's promotion is mainly through print media, however during this year there has been a steady trend of online publications as well as many spots on radio.

During the year National Office has provided a number of media releases for Clubs to place in their local newspapers. National Council thanked Clubs for promoting national and local VIEW club events in their local media during the year. Topics covered by VIEW Clubs ranged from: Winter Appeal, Fundraising, Community Listing, Membership, Club Meetings, Zone Conferences, Galas, International Women's Day events, Club Birthdays, Volunteering activities, Seniors Week and of course National Convention. The use of social media by members and clubs – Facebook, Twitter and Blogs – has increased. Some clubs have their own Facebook page.

Between the Lines

Robin Perros advised that the next *Between the Lines* (e-newsletter from the National Executive) will be distributed in early December.

VIEW Magazine "VIEW Matters"

Maryanne Maher advised that the November 2015 edition will shortly arrive at Clubs.

The April 2016 edition is now accepting submissions. National Councillors and Zone Councillors are encouraged to contact their clubs to provide details of: Around the Clubs, volunteering, fundraising, Zone Conferences/Gala functions and any other exciting events. All submissions should be headed VIEW Matters and sent to view@thesmithfamily.com.au.

Clubs are reminded that photo submissions must be of high resolution (1mb or over) to be considered. Settings on cameras need to be checked. Photos from iPads/Tablets need to be checked for clarity as often these are blurred and un-useable.

5.3 Development

Lyn Gerstenberg advised that during the past two year term the Executive and National Council have focused on development and reviewing the current health and membership of all clubs.

The Future of VIEW Working Group has conducted interviews with Club Presidents or Secretaries to gain a greater understanding of the health and well-being of clubs and their membership. This has assisted in connecting with club members by sharing information where appropriate. A final report is due at the end of this year which will be useful in defining areas needing attention.

Forming Zone/Area Development Teams to focus on attracting new members, maintaining membership of current clubs, as well as areas for new club development is of major importance in addressing the membership decline in clubs.

A number of regional Development meetings have been held in, Queensland, Victoria and NSW. Conversations have been held with Senior Office Bearers and Development teams in South Australia, Western Australia and Tasmania.

Development teams need to be pro-active in all possible areas of development and furnish progress reports to National Council.

Leadership Roles

Growth of the organisation at the national level depends on the willingness of members to take on leadership roles as National Councillors, Zone Councillors and Committee positions to ensure the smooth running of Areas, Zones and Clubs. It is also important to continually recruit new members to VIEW or invite past members back to the club. Lyn encouraged members to nominate themselves or someone else for a leadership role, whether it be joining a Development team or one of the above roles. She noted that it is rewarding and will ensure the healthy future of the organisation.

VIEW Club Development - WA Development Conference

The WA Development team will be holding a 2 day Development Conference in the Margaret River on 26-27 August 2016. The idea of holding a Development Conference is to spread the word about VIEW and The Smith Family to a wider audience in WA, as well as give local women and those new to VIEW the opportunity to attend a "Convention like" event.

Members interested in attending this event should email firstwave.viewclub@gmail.com or contact 08 9304 6466.

New Clubs

Lyn Gerstenberg advised that no new clubs have opened since the September National Council Meeting.

Prospective Clubs

Lyn Gerstenberg advised that The Village (Dingley) (Zone VB02) Interest meetings are continuing to establish a morning tea club. Meetings are continuing with a Christmas meeting planned for November in Woollahra NSW.

Newly developed areas in NSW at Oran Park, Bingara and Harrington Park are being investigated by the development team in Area NB. Interest for development at Port Douglas, Rockhampton, Townsville, Springfield and Maryborough is being considered in QLD. Traralgon and Sale are interest areas in VIC. Toodyay, Northam and Preston Beach are of interest in WA.

Sister Clubs

National Council **noted** that Kangaroo Valley (NG01) and Southern Highlands (NB02) have formed a sister club relationship.

Club Closures

No clubs had closed since the September National Council meeting. However, she noted that some clubs were struggling and encouraged National Councillors to work closely with those clubs.

5.4 Community Partnerships

Maryanne Maher spoke to a report circulated prior to the meeting which provided updates on National Promotions as follows –

Blue Illusion

Maryanne thanked those clubs who participated in the successful Blue Illusion Styling Workshops and National Shopping Day on 24 September where a percentage of proceeds on the day were donated to The Smith Family. More than \$28,000 was raised.

PCCU Community Lottery

Maryanne thanked all VIEW Clubs who participated in the People's Choice Credit Union's Community Lottery this year; especially the hardworking Zone Councillors who coordinated book delivery and return with their clubs.

VIEW was allocated 10,000 tickets (1000 more than last year) and sold all tickets which will raise \$20,000 for The Smith Family.

The Lottery draw was held on 20 October with public notification on Sunday 25 October. Any Smith Family ticket holders will be published in the February 2016 National Office update.

VIEW looks forward to participating again next year.

5.5 Promoting our Brand

Sue Field spoke to a paper circulated prior to the meeting noting that the promotion of VIEW and our link to The Smith Family is one of the most important things we can do to ensure that our organisation grows. Over the past 12 months there has been much media surrounding what have now become permanent fixtures on the VIEW calendar, with media releases being provided by National Office to ensure consistent messaging and allowing local contact information to be provided.

International Women's Day is a great opportunity to profile VIEW and what we do with many functions being held around the country, not only in the capital cities but in regional areas and at club level. In 2015 the media around this increased considerably as clubs and Zone and National Councillors took advantage of the media releases provided.

Gala Luncheons are another way to promote VIEW to the public and to showcase what we do and how much we can achieve as an organisation. By inviting newly retired and younger women to our functions it gives them the opportunity to participate in a VIEW event.

Blue Illusion National Fundraising & Styling Workshops held in March and September were great successes again, both on a financial, social and promotional level with many clubs receiving new members from these days. The three events in 2014-15 raised over \$108,000.

People's Choice Community Lottery - Some clubs choose to be involved. This year there was a growing demand for books resulting in a

waiting list. This also creates an opportunity to speak to others in the community about VIEW and what we do.

VIEW Merchandise provides practical ways to promote VIEW. The new VIEW fans have been very popular as have the glass nail files and the lapel pin. These are excellent as gifts for family and friends or Guest Speakers.

Community Fairs and Markets - Handing out VIEW and The Smith Family brochures, providing morning teas and selling raffle tickets are just some of the ways VIEW women support our organisation and profile what we do.

Christmas Gift Wrapping - There has been a growing interest in VIEW members becoming involved with Christmas Wrapping in local shopping centres, promoting VIEW, connecting women in their communities and raising considerable amounts of money all from gold coin donations.

Walk with VIEW is another event that has grown in popularity with clubs and areas taking up the challenge of walking around their districts, often wearing our purple t-shirts and caps, handing out brochures about VIEW. Some of these events have been fundraisers while others are social days with women joining in the camaraderie of being VIEW members. This was evident at Convention in Wollongong. The sea of women walking along the Wollongong foreshore and up to the lighthouse, wearing purple and carrying red and blue balloons signifying the number of *Learning for Life* students sponsored by VIEW was certainly a talking point early on a beautiful Saturday morning. It also provided many of us the opportunity to talk to others who enquired about VIEW along the way.

VIEW National Convention in Wollongong certainly 'Promoted our Brand' with very positive media coverage of VIEW in the Illawarra in the lead up to Convention, giving the local community an insight into who VIEW is and what we do and the invitation to come along and join us. There were daily articles in the paper throughout convention and interviews with local radio and television stations which gave us a great opportunity to share our key messages. Since convention, many articles have been written and placed in newspapers around the country by VIEW women who attended, talking about the speakers, the resolutions, the social events and what we do, all of which gives the general public a better understanding of our organisation.

The Expo on the Friday morning also gave stallholders an insight into VIEW and its broad membership. Many members used this opportunity to talk about our organisation and 'Promote our Brand'.

The 2017 VIEW National Convention in Tamworth has already received local media coverage. Similar to the lead up to this year's National Convention, we are keen to use the lead up to National Convention in Tamworth to promote VIEW to others in the community and encourage them to come along and join us.

Speakers Bureau - Since the endorsement at the last National Council meeting to form a Speakers Bureau we have been identifying specific areas to target within the Sydney, Wollongong and Shoalhaven regions to promote, recruit and profile VIEW and our connection with The Smith Family. Western Sydney in particular is a growth area and in conjunction with a Development team, a strategy is being finalised for this area. We

are currently sourcing speakers and already have some enthusiastic VIEW women on board. A power point presentation and speaker notes are being developed and we envisage a training day for volunteer speakers in the near future.

If you are interested in participating in the Speakers Bureau or have suggestions of who/where we could target please contact Sue Field on 0410 461 518 or email suefie@bigpond.net.au. This is another way to **Mention VIEW to Someone New!**

National Council **noted**:

Tulip Time, Bowral, NSW – VIEW/ The Smith Family has submitted an Expression of Interest in being the Charity Partner for Tulip Time, Bowral 2016..

Girls of the Magarra Malungan Program – Local Club representatives in Area NL have been invited to attend the launch of the Program in Wagga, NSW on 17 November 2015.

Supabarn, Sans Souci – VIEW Clubs in Area ND have been invited to participate in a sausage sizzle/fundraising event as part of their 2016 program. Interested Clubs members asked to contact Zone Councillor Ellen Gray on 02 9580 2991 or elgray04@gmail.com.

Kogarah Community Centre – Sue Field will be speaking about TSF/VIEW and collecting a donation on Thursday 10 December at 90 Railway Parade, Kogarah, NSW.

Lindfield Cubs and Scouts – Marian Kingham will be speaking about TSF/VIEW and collecting a donation on Saturday 5 December at 17 Slade Avenue, Lindfield, NSW.

5.6 Resolutions

Report from Sub-Committee

Lyn Gerstenberg thanked members who participated in National Convention Resolution Debate making it both interesting, informative and at times entertaining. She also thanked those clubs who embraced the Resolution process by inviting local school students to come to their clubs and debate one or two of the resolutions.

National Council **noted** that the final results of the resolution vote for 2015 were:

1. **Domestic Violence** - asked that the incidence of domestic violence be reduced and funding be provided for a centralised database for victims.

	Yes	No	Abstain
Clubs	7179	417	522
Convention	245	175	18
Total	7424	592	540

2. **Education of Aboriginal Girls** – urged that State and Federal Governments look at improving the uptake of education for Aboriginal girls in comparison to Aboriginal boys and other young Australians.

	Yes	No	Abstain
Clubs	6206	1103	1073
Convention	227	176	29
Total	6433	1152	1102

3. **Sugar Content in Food** –called for sugar content and added sugar in processed food to be regulated by State and Federal Governments.

	Yes	No	Abstain
Clubs	5678	1103	1073
Convention	285	128	23
Total	5963	1231	1096

4. **Childhood Obesity** – asked for the Federal Government to address the problem of obesity particularly among young children.

	Yes	No	Abstain
Clubs	5559	1427	1018
Convention	24	361	17
Total	5613	1788	1035

National Council **noted** that

- As a follow up to the 2013 resolution against repealing *the Low Income Super Contribution* and in support of VIEW Clubs affiliation with economic Security4Women, a paper was recently submitted to the Senate Standing Committee on Economics on behalf of VIEW Clubs of Australia. This submission outlined the concern regarding achieving gender equality in retirement savings and incomes for women's financial security.
- In 2016 the Resolutions Sub-Committee will follow up on the two top Resolutions – Domestic Violence and Education for Aboriginal Girls.
- On 21 October, the NSW Government released details of the \$113m additional funding schools will receive in 2016 in response to the Gonski initiative (top voted VIEW Resolution 2012).

5.7 External Relations

Maryanne Maher advised that until 13 November economic Security4Women (eS4W) and its member organisations are promoting an online survey to find out what women consider should be the priorities for Australian Government, to improve women's long term economic wellbeing. This survey has been sent to National and Zone Councillors and forwarded to Clubs. Members are asked to complete the online survey prior to 13 November. The results will build on eS4W's core issues of:

- Women and girls into non-traditional occupations and industries
- Workplace general equality in the Small to Medium Enterprise sector
- Financial Literacy: savings and investment (financial independence in retirement).

The results will also outline the future areas of work for eS4W into 2016-2019. In its report on this consultation to the Australian Government, eS4W will bring forward the views, voices and issues of women in Australia, in relation to their economic wellbeing.

6. WORKING GROUPS

6.1 Future of VIEW Working Group (FoV WG)

National Council **noted** that the FoV WG is continuing to conduct surveys of clubs in four key areas – membership, promotion, advocacy/volunteering and fundraising. A report on those clubs surveyed during 2015 will be provided to the February 2016 National Council Meeting.

The FoV WG has completed a review of the Councillors Handbook and Club Handbook. These will be distributed to National and Zone Councillors and Clubs via email and will be available on the VIEW website.

The FoV WG is currently reviewing the Guidelines for the Development of New Clubs.

6.2 History

National Council **noted** that a history display was held at Convention in Wollongong and was well received by those who took the time to view the various items. It was an opportunity to reminisce for some older members and for younger, newer members to learn something about the history of VIEW Clubs. As always there were some amusing moments when it was pointed out that the older display items were not for sale.

Zone and National Councillors are reminded that, in order to maintain our history records, it is important that they send the completed forms relevant to Club Inaugurals or Closures to the History Working Group. The relevant forms can be sent to the email address view.historymatters@gmail.com. By sending it directly, when possible, it reduces the workload for staff at National Office.

Clubs are reminded that if they have requests for historical details of VIEW Clubs of Australia that the Working Group can be contacted via email, as above. The History Working Group endeavours to respond as quickly as possible but may not always have the information requested as there are some gaps in the existing archives.

6.3 Website Development Project

Maryanne Maher advised that, due to unforeseen circumstances, there has been a delay in the build of the new VIEW website. While it is progressing anticipated completion is early 2016. She thanked members for their understanding and patience during this period.

6.4 National Convention 2015

Maryanne Maher provided a report on National Convention 2015 noting that over 650 VIEW members from across Australia converged on Wollongong from Friday 11 to Sunday 13 September for the VIEW National Convention. All feedback received from attendees has been positive.

Highlights included:

- Dr Lisa O'Brien gave The Smith Family address, and a local *Learning for Life* alumni, Paul Ell gave an inspirational speech 'Everyone has the right to rise' which showcased the power of the *Learning for Life* program and its ability to change a young person's life for the better. Paul received a standing ovation from the audience.
- The Forum of Women, a panel of inspirational speakers included: Debra Oswald, writer for stage and television; Susannah Fullerton, President of the Jane Austen Society of Australia; Jean Kittson, comedian and author; Margaret Pomeranz, director, producer and film critic; facilitated by Ticky Fullerton, ABC journalist and broadcaster.
- Professor Gillian Triggs, President of the Australian Human Rights Commission, presented the George Forbes Oration.
- A Writer's Festival session was included this year, proving to be very popular with attendees - three Australian authors Geraldine Doogue,

Kate Grenville and Sarah Hopkins were interviewed by Melinda James, Illawarra ABC Journalist.

- A truly spectacular Gala dinner celebrating VIEW's 55th Anniversary took place on Saturday evening with outstanding local entertainment.
- The Convention drew to a close with a Grand Finale in the Wollongong Town Hall with the award winning BlueScope youth Orchestra, Peter Nickolas who played the magnificent pipe organ and Venerable Juedi Shi from the Nan Tien Temple who spoke about gratitude.

Recycling at Convention

The Smith Family Pop Up Retail Store at VIEW National Convention was a great success raising \$2000. It was also very gratifying to see VIEW members make donations to the Recycling Operations. Many attending not only brought their own bag of items but suitcases full of donations from the rest of their clubs. Thank you to all who participated.

VIEW National Convention 2017 - Tamworth

2017 National Convention will be held in Tamworth. An interest meeting will held in the early part of 2016 for clubs in the Area.

7. EVENTS

7.1 International Women's Day 2016

All clubs are invited to host a VIEW International Women's Day event on or around 8 March 2016 to celebrate the achievements of women past and present. Members are encouraged to invite their local MPs, other VIEW Clubs, and women's groups, to increase the profile of VIEW.

Sydney NSW - On Tuesday 8 March a Literary Luncheon to celebrate IWD with VIEW members and friends will be held at **The Grace Hotel** (Cnr King and York Streets, Sydney). All VIEW members are invited to a two-course lunch and hear from special **Guest Speaker Jane Hutcheon, ABC presenter One Plus One** (who will be talking about her new book, soon to be released) The Smith Family CEO, Dr Lisa O'Brien and a *Learning for Life* student. **All attendees will receive a free gift** and the opportunity to purchase tickets in a raffle with fabulous prizes.

Tuesday 8 March, 2 course lunch \$80, 12.30-3.00pm. RSVP 19 February 2016. All NSW/ACT clubs were sent this invitation and members from regional areas are welcome. For more information contact Heather Isemonger at hevisie1@bigpond.com.

Melbourne VIC - Thursday 3 March 2016 a VIEW International Women's Day luncheon will be held at **Kooyong Lawn Tennis Club**, 489 Glenferrie Road, Kooyong VIC 3144 on **Thursday 3 March 2016**. All Victorian members are invited to a two course Lunch while hearing the latest from The Smith Family, a *Learning for Life* student and of course our Guest speaker (to be finalised). Two course lunch \$75, 11.30am to 3.00pm RSVP 19 February 2016. For more information contact Val McCormack or Jocelyn Barnett at jjbarnett@optusnet.com.au.

There will be other significant International Women's Day events in all states, please keep a look out for flyers about these events in upcoming correspondence.

7.2 Key Events

Maryanne Maher provided an update on key events as follows:

National Recycling Week – 7-13 November

VIEW Clubs in NSW/ACT who have made contact with their local Smith Family Retail Store are encouraged to take part in National Recycling Week 7-13 November. This is a great way for members to de-clutter their wardrobes, collect and donate good quality wearable clothing and accessories to their nearest Smith Family store or bin. Members can also raise awareness by encouraging others to shop in The Smith Family Retail Stores during this week. This is also a great way to actively promote membership of VIEW Clubs and its connection with The Smith Family.

If you would like to know the location of your nearest donation point or Retail Store, call The Smith Family Material Donation Line 1300 737 166.

Officeworks National Fundraising Day - Saturday 13 February 2016

From 1 January until 15 February 2016, Officeworks will be supporting The Smith Family throughout all stores and online, helping to raise funds for The Smith Family Back to School Appeal.

National Fundraising day is a great opportunity for Officeworks, The Smith Family and VIEW Clubs to work together to raise funds to support our communities across Australia.

A memo was sent to clubs in October mailout informing them of the participating Officeworks stores and how they can become involved by registering online with Officeworks.

We are seeking VIEW club members and friends to volunteer to assist in sausage sizzles at local participating Officeworks stores on this National Fundraising Day - Four people per store to help raise funds and awareness of The Smith Family and VIEW in your local communities.

All stores will also be encouraging customers and staff to:

- Purchase one of four stationery shaped donation cards (ruler, calculator, pencil and backpack) featuring monetary values: \$2, \$5, \$10 and \$20. Customers are asked to write their name on the donation card and stick it onto the store's air-lock window to form a collage
- Make a gold coin donation at Point of Sale (in-store and online, with a particular focus on the **National Fundraising Day – Saturday 13 February 2016**).
- Learn more about The Smith Family's work, the *Learning for Life* programs and Learning Clubs, by visiting the website and social media channels.

8. GENERAL BUSINESS

8.1 VIEW National Office Update

Maryanne Maher spoke to a paper circulated prior to the meeting which covered the following items:

General Donations to The Smith Family

As the end of the year approaches Clubs are reminded that all moneys surplus to a Club's immediate needs should be sent to The Smith Family. Large sums should not be kept in club bank accounts. These funds could be directed to the education of disadvantaged Australian children.

Christmas Wrapping

Each year, VIEW members raise funds by participating in Christmas wrapping at local shopping centres. This is not only a good way to raise significant funds, but is also an opportunity for members to be seen in the community, raising the profile of VIEW and The Smith Family. If your club hasn't been involved in Christmas wrapping activities, why not approach your local shopping centre and become involved this year, or perhaps make enquiries for next year! Contact VIEW National Office if you need any advice. There are limited numbers of TSF banners available for use by VIEW members. Please contact your National Councillor for availability.

The Smith Family has recently entered into a partnership with **Mirvac (Broadway)** who are keen to offer VIEW members the opportunity to Promote VIEW, and wrap Christmas presents for a Gold Coin donation, during the 2 weeks leading to Christmas (14-24 December). **If you or your club are interested in participating for one or more days during this period, please speak to your National Councillor or email National Office at view@thesmithfamily.com.au.** All wrapping accoutrements, paper, tape, ribbon is provided by Mirvac.

Xmas Sale – VIEW Merchandise

In the August mailout National Office sent all Clubs a flyer about the sale of VIEW Xmas Merchandise. Merchandise includes VIEW Christmas Cards, Spectacle Cleaners, Nailfiles, Aprons and Pens. Please note as at this date, that Tea Towels, Note Cards and Christmas Cards have sold out. Orders are accepted until 30 November.

Toy & Book Appeal

Christmas is just around the corner, and once again we are calling on all clubs to support The Smith Family's Annual Toy & Book Appeal, which ensures disadvantaged children, supported by The Smith Family, receive a gift on Christmas Day. Last year, VIEW raised \$63,000 towards the Appeal. These funds helped to purchase toys and books for children most in need. To find out how to contribute to the Toy & Book Appeal, please call 1800 805 366 or email view@thesmithfamily.com.au.

Gifts in Wills – Bequest

VIEW's unique ability to build networks in local communities and raise awareness of The Smith Family's work plays a huge role in increasing public support for our work.

Informing others in the community about leaving a Gift in a Will to The Smith Family is another way to help Australian children in need to succeed at school.

National Council will be provided with further information about this at the June 2016 National Council meeting.

AMP Financial Planning Association

VIEW Club members were invited to give a short presentation at AMPFPA dinners throughout July/August held in regional locations throughout Australia such as Torquay VIC, Magenta, NSW, The Vines WA and Gold Coast Qld.

All VIEW speakers reported positive results including significant donations from their talks to AMPFPA with a number of attendees sponsoring *Learning for Life* students on the night.

AON Offices

With the great response to VIEW members speaking at AMP Financial Planning Association events, we are now looking at our Insurance Partners

AON. In 2016 National Councillors will be looking for volunteers from local clubs to attend AON offices for morning tea or lunch time talks about how they connect in their communities as well volunteer with The Smith Family. More information will be provided in the coming months.

8.2 FAQs Session (Frequently Asked Questions)

The following questions were addressed:

Question	Answer
What does the Club Secretary do with the Certificate of Currency?	The Public Liability Certificate of Currency is updated in October each year and is made available to National and Zone Councillors and Clubs as soon as received at National Office. This is an official document that can be provided to interested parties as evidence that such a policy is in place and that VIEW Clubs are a named insured party when holding fundraising functions, eg, Bunnings BBQs, stalls at local shopping centres. The Club Secretary should place a copy on record.
If a Club wants a <i>Learning for Life</i> student speaker, what do we do?	Please contact the nearest Smith Family Program Coordinator. However, it is preferred that speakers present at Zone Conferences or Area Gala Function rather than individual club meetings so that they speak to a wider audience.

8.3 National Council *Learning for Life* Student

Marian Kingham provided an update on the National Council's *Learning for Life* student. She explained to incoming National Councillors that National Council sponsors a student and they will decide whether to continue this at their first meeting in 2016.

8.4 VIEW Patron

Maryanne Maher advised the process is still underway.

8.5 Awards

National Council **noted** that the following Awards were presented at Convention 2015 in Wollongong.

George Forbes Award – presented to Past National Vice President Lyn Geer. Lyn has been a valued member of the Future of VIEW Working Group since its inception in 2012 where she contributed to the development of the VIEW Charter, the Treasurer's Guide and updating of the Club and Councillors Handbook. She is committed to ensuring that VIEW moves with the times so that we remain viable and relevant in the future. She is an enthusiastic ambassador for both VIEW and The Smith Family and is a long standing member of The Smith Family Community Relations Group (which is a Speakers Bureau in Victoria). She regularly speaks to various community groups about the work of VIEW and TSF, which has often resulted in substantial donations and also new members and volunteers. Lyn volunteers at The Smith Family office in Melbourne on

a regular basis. At the moment she is responsible for providing administrative support for the delivery of over 7,000 *Learning for Life* scholarships.

National President's Award – presented to Past National Vice President Jillian Smith for her contribution to VIEW. Jillian has been a valued member of the Future of VIEW Working Group since its inception in 2012 where she has contributed significantly to the development of the VIEW Charter and has provided valuable advice to the National Council over the years. She is a passionate advocate for VIEW and The Smith Family. She encourages members to become involved at Club, Zone and National levels for the benefit of their clubs and of the organisation as a whole. She has an encyclopedic knowledge of the history of VIEW which she shares with all members when needed. She is also the Coordinator for the Past Senior Office Bearers.

Special Commendation Award – presented to Anne Strangway, a member of Adelaide West VIEW Club in South Australia (SA), for her significant contribution to development in SA. She is the Development Team Leader in SA. She and her team have been instrumental in the opening of three new VIEW Clubs in the past three years.

8.6 National Executive 2016-2017

As announced at Convention, National Council **noted** that Gwen Wilton (Area NB) had been elected as National President and Toni Thomas (Area NN) and Gloria Walter (Area NE) as National Vice Presidents for 2016-2017.

8.7 National Councillor Nominations 2016-2017

National Council unanimously **ratified** appointments of National Councillors for 2016-2017 as follows:

Area	National Councillor
Canberra and surrounding areas (AA)	Jan Roberts
Upper and Lower Hunter & Port Stephens (NA)	Vacant
Macarthur, Southern Highlands & Illawarra region including Wollongong (NB)	Yvonne White
Sydney North Shore & Northern Beaches (NC)	Jeanette Cassidy
Central and Southern Sydney (ND)	Ellen Gray
Sydney South West (NE)	Vacant
NSW Central Coast, North to Lake Macquarie (NF)	Lise Smith
NSW South Coast Berry to Eden (NG)	Patricia McRae
NSW Central Tablelands, Central and Western Slopes and Western Plains (NH)	Vacant
New England and North Central NSW (NI)	Barbara Hyslop
NSW Northern Rivers (NJ)	Kathie Diskin
Lower Mid North Coast of NSW and Inland (NK)	Elizabeth Doorey
Riverina, MIA, Snowy Mountain Foothills (NL)	Barbara Gullotta
Upper Mid North Coast of NSW and Inland (NM)	Cecilia Bayliss
Blue Mountains, Lithgow, Richmond/Windsor & St Marys (NN)	Vacant
Brisbane and Surrounds (QA)	Lyn Masters

The Sunshine and Fraser Coast (QB)	Barbara Cameron
Gold Coast and Darling Downs (QC)	Annette Thiedeke
Metropolitan Adelaide and Surrounds including Sunraysia (SA)	Eila Harding
Central & Eastern Metropolitan Melbourne (VA)	Annette Schlafrig
South Eastern Metropolitan Melbourne to the Mornington Peninsula & Gippsland (VB)	Patricia Brooks
North and Western Metropolitan Melbourne & North and Western Country (VC)	Sunnie Watts

National Council **noted** there were four vacancies at the National Councillor level.

8.8 Zone Councillor Nominations 2016-2017

National Council unanimously **ratified** the appointment of Zone Councillors for 2016-2017 as follows:

Zone	Name	Zone	Name
AA01	June Weise	NK02	Carmel Power
AA02	Marilynne Weston	NL01	Margaret Elms
NA01	Anne-Louise O'Connor	NL02/NL03	Liz Evers
NA02	Vacant	NL04	Vacant
NA03	Nancy Adams	NM01	Helen Duff
NB01	Ivy Gorman	NM02	Lesley Carroll
NB02	Joanne Gray	NM03	Anne Dinham
NC01/02	Vacant	NN01	Elizabeth Cunningham
ND01	Kay Underwood	QA01	Suzanne Schultz
ND02	Pam Collins	QA02	Lerlene Burrow
NE01	Helen Zirn	QB01	Vacant
NE02	Bettina Samphier	QB02	Sandra Saunders
NF01	Vacant	QC01	Vacant
NF02	Cherie Crawford	SA01	Marlene Powell
NG01	Vacant	SA02	Daphne Philip
NG02	Faye Kastelein	VA01	Sandi Muntisov
NG03	Susan Stephenson	VA02	Maureen Sangston
NH01	Vacant	VA03	May Pigrum
NH02	Vacant	VB01	Vacant
NH03	Vacant	VB02	Elizabeth Ahearne
NI01	Beryl Pike	VB03	Vacant
NI02	Vacant	VC01/VC02	Glenda Mazure
NJ01	Cathy Campbell	VC03	Maria Culka
NJ02	Rosie McDermott	WA01	Marlene Gordon
NK01	Christine Manger		

National Council **noted** with concern that there were **13** vacancies at the Zone Councillor level. All eligible members are **encouraged** to consider this important position.

8.9 National Schedule of Dates 2016

National Council unanimously **ratified** the 2016 Schedule of Dates. The Schedule appears at the end of these minutes.

8.10 Change of Term - PSOB to PSO

Jillian Smith spoke to a paper circulated prior to the meeting noting that for many years Past Executive, Past National Councillors, Past Area Directors and Past Zone Councillors have been known as Past Senior Office Bearers.

In September 2012, to ensure greater engagement of Past Senior Office Bearers (PSOBs) National Council appointed Past National Vice President Jillian Smith as PSOB Coordinator. Her role is to:

- Encourage communication between National Office/PSOB Coordinator and PSOBs. PSOBs receive the National Minutes and other electronic communications such as Between the Lines, Friday Facts, History Newsletter, etc.
- Encourage communication between National Councillors and PSOBs. National Councillors are more readily able to access list of PSOBs in their Area (from the PSOB Coordinator).

National Council **noted** that the term Past Senior Office Bearer has been abbreviated to PSOB. Past Senior Office Bearers generally do not like the abbreviated term "PSOB". The term Past Senior Officer could be abbreviated to "PSO".

Jan Roberts **moved** that the term Past Senior Office Bearer (PSOB) be changed to Past Senior Officer (PSO) when referring to Past Executive, Past National Councillors, Past Area Directors and Past Zone Councillors as a group.

Seconded by Laura O'Brien

Carried unanimously

8.11 AGM/Election Meetings 2016

Robin Perros reminded National Councillors that it is not necessary for Zone Councillors to attend all AGM and Election meetings, particularly if long distance travel is required. Past Senior Officers are all available to assist. She also reminded National Council that outgoing National Councillors are ineligible to stand for any club committee position for one year after their term of office ends. She encouraged them to assist clubs and support new office bearers.

8.12 Club Handbook

National Council **noted** that the Handbook has been updated and will be sent out to clubs in the January mailout. Clubs are encouraged to refer to the Handbook when they have a query.

8.13 Ratification of Club Name Change

Robin Perros advised that a request has been made for Bribie Evening VIEW Club (Zone QB01) to become a day club and be known as Bribie Island VIEW Club (accompanied by a copy of Club Minutes evidencing agreement by the majority of members).

June Greentree **moved** that Bribie Evening VIEW Club become a day club and be known as Bribie Island VIEW Club.

Seconded by Bev Giglio

Carried unanimously

8.14 Workstudy/Changeover Dinner

Robin Perros thanked all National Councillors for their hard work and enthusiasm for VIEW. She wished incoming National Councillors every success and suggested that they will gain a great deal from the experience and privilege of being National Councillors.

Robin also thanked National Office staff for their hard work in organising the Changeover Dinner and The Smith Family for hosting the dinner.

Dates of Next Meetings

National Executive – 14 and 15 January 2016 (Face to Face) and 6 February 2016 (Face to Face)

National Council – Sunday 7 February 2016

2016 National Schedule of Dates
(Might be subject to change)

WHEN	WHAT
After first 2016 Club meeting	Delegates Reports due to Zone Councillor
January	
Monday 4 January	Agenda items to Executive Mentor
Thursday 14 and Friday 15 January	Executive Meeting (Face to Face Meeting)
Friday 29 January	Agenda sent to National Councillors
February	
Saturday 6 February	Executive Meeting (Face to Face Meeting)
Sunday 7 February	National Council Meeting
Monday 15 February	Italicised Minutes emailed to National Councillors
Friday 19 February	National Minutes distributed via email
Week beginning 22 February	Zone Councillor Meeting (Face to Face) with National Councillor
Week beginning 29 February	Delegates Meeting (face to face) with Zone Councillor
March	
Thursday 17 March	Executive Meeting (Teleconference Meeting)
April	
Thursday 14 April	Executive Meeting (Teleconference Meeting)
Friday 29 April	Agenda items to Executive Mentor
May	
Thursday 12 May	Executive Meeting (Teleconference Meeting)
Friday 27 May	Agenda sent to National Councillors
June	
Saturday 4 June	Executive Meeting (Face to Face Meeting)
Sunday 5 June	National Council Meeting
Monday 13 June	Italicised Minutes emailed to National Councillors
Friday 17 June	National Minutes distributed via email
Week beginning 20 June	Zone Councillor Teleconference with National Councillor
Week beginning 27 June	Delegates Meeting/Teleconference with Zone Councillor
July	
Thursday 14 July	Executive Meeting (Teleconference Meeting)
August	
Thursday 11 August	Executive Meeting (Teleconference Meeting)
September	
Thursday 8 September	Executive Meeting (Teleconference Meeting)
Friday 30 September	Agenda items to Executive Mentor
October	
Thursday 6 October	Executive Meeting (Teleconference Meeting)
Friday 14 October	Agenda sent to National Councillors
Saturday 22 October	Executive Meeting (Face to Face Meeting)
Sunday 23 October	National Council Meeting
Monday 31 October	Italicised Minutes emailed to National Councillors
November	
Friday 4 November	National Minutes distributed via email
Week beginning 7 November	Zone Councillor Teleconference with National Councillor
Week beginning 14 November	Delegates Meeting/Teleconference with Zone Councillor
December	
Thursday 8 December	Executive Meeting (Teleconference Meeting)