



**National Minutes
and
Information from National Council**

February 2019

MINUTES AND INFORMATION FROM NATIONAL COUNCIL MEETING

Sunday 10 February 2019

The Holiday Inn, Sydney Airport

PRESENT:	<p style="text-align: center;">National Executive</p> <p>National President Jan Roberts and National Vice President Pat McRae</p> <p style="text-align: center;">National Councillors</p> <p>Lesley Carroll Upper Mid North Coast of NSW and Inland (NM), Jeanette Cassidy Sydney North Shore & Northern Beaches (NC), Maria Culka North and Western Metropolitan Melbourne & North and Western Country (VC), Joanne Gray Macarthur, Southern Highlands & Illawarra region including Wollongong (NB), Christine Manger Lower Mid North Coast of NSW and Inland (NK), Lyn Masters Brisbane and Surrounds (QA), Rosie McDermott NSW Northern Rivers (NJ), Sandi Muntisov Central & Eastern Metropolitan Melbourne (VA), Anne-Louise O'Connor Hunter/Central Coast Region (NA), Beryl Pike New England and North Central NSW (NI), Marlene Powell Metropolitan Adelaide and Surrounds including Sunraysia (SA), Kay Underwood Central and Southern Sydney (ND), Fay Valerius Riverina, MIA, Snowy Mountain Foothills and South to Victorian border (NL) Marilynne Weston Canberra and surrounding areas (AA), Helen Zirn Western Sydney region (NE)</p> <p style="text-align: center;">National Office Staff</p> <p>VIEW National Manager Maryanne Maher</p> <p>Administration Coordinator Linda Custer (Minute Secretary)</p> <p>Business Analyst Olga Shkuropatova</p>
APOLOGIES	Annette Schlafrig National Vice President
GUESTS PRESENT	Leonie Green, Head of State & Territory Operations The Smith Family Anne Hampshire, Head of Research & Advocacy The Smith Family Susan Groenhout, Past National Vice President, Past Resolutions Chair
1. WELCOME	
	<p>National President Jan Roberts on behalf of her fellow NVP Pat McRae 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.</p> <p>Apologies received from NVP Annette Schlafrig, due to illness. Annette sent her thanks to the National Councillors for their kind messages and support.</p> <p>Jan stressed to National Council the importance of succession planning and the need to encourage Zone Councillors to step up to National Council. Equally Zone Councillors need to identify and encourage club members to step up to the Zone Councillor role. Nominations for these positions close Monday 12 August.</p> <p>Jan welcomed guest speakers:</p>

	<p>inflation and CPI; and support changes to paid parental leave to include provision for superannuation payments.</p> <p>These three resolutions will be forwarded to clubs in February for debate together with voting papers including the full title and wording of each, with its rationale, together with arguments for and against.</p> <p>The resolutions are also available on the VIEW website (http://view.org.au/resources/forms/) or through your Zone or National Councillor.</p> <p>Clubs are asked to return their Tally Sheets to National Office by <u>Friday 30 August 2019</u>. Individual voting papers do not need to be forwarded.</p> <p>Clubs are encouraged to set aside one or two meetings to enable informed discussion and/or debate and to encourage members to vote responsibly with preferably a “yes” or “no” vote and not abstain. A number of clubs invite a local school debating team to attend their meeting to debate one of the resolutions, which is a good a way to involve members in the resolution process.</p> <p>Resolutions debate also takes place on Conference Day 2 of National Convention, Saturday 14 September in Sunshine Coast, Queensland, giving attending members the opportunity to vote after hearing the informed debate.</p> <p>Members are reminded that the Resolution Debate (either at Club level or at National Convention) is a significant part of the <i>Voice</i> of VIEW. Members are able to raise their voice on issues of national significance.</p>
<p>4.2</p> <p>External Relations</p>	<p>Economic Security for Women (eS4W)</p> <p>At the National Council meeting held in October 2018 it was reported that eS4W had developed a White Paper - <i>Defining the concept of economic security for all women in Australia</i>.– The white paper can be viewed at https://www.security4women.org.au/boosting-womens-economic-security/economic-security-defined-for-all-women/</p> <p>Stephen Koukoulos eS4W’s “economist in residence” has been hosting a number of “Conversations” for women to attend and hear about or comment on the white paper.</p> <p>A roundtable event was held in Canberra on Tuesday 12 February 2019 and was posted on VIEW’s Facebook page.</p> <p>There will be similar eS4W roundtable events held in Tasmania and Melbourne in May. The dates are below.</p> <ul style="list-style-type: none"> • 6th May - Hobart • 7th May - Launceston • 8th May - Melbourne <p>The details will be posted on VIEW Facebook page when they become available. These events are open to all VIEW members and others interested.</p> <p>The Harmony Alliance: Migrant and Refugee Women for Change.</p>

	<p>The Harmony Alliance is one of six National Women’s Alliances funded by the Australian Government to promote the views of all Australian women, to ensure their voices are heard in decision-making processes.</p> <p>Maryanne Maher, representing Economic Security for Women, attended a National Stakeholder Roundtable to inform of the development of a Migrant and Refugee Women’s Employment Strategy on Tuesday 12 February at Parliament House Canberra.</p>
<p>4.3</p> <p>VIEW in the Community</p>	<p><i>Event Notification</i></p> <p>Pat McRae noted that 2019 has commenced with energy and enthusiasm. Many clubs have already organised a variety of interesting social activities and claimed the date for special fundraisers. The array of enticing activities signifies vitality and life within our VIEW clubs and this certainly leads to healthy development. Members are embracing a multitude of opportunities ready to have fun, enjoy a range of interests and share VIEW friendship.</p> <p>International Women’s Day (IWD) functions are being organised across Australia at club and zone levels. In some areas clubs are combining with other local community organisations in preparation for a special celebration of this internationally proclaimed day for women</p> <p>Clubs, Zones and Areas have been diligently alerting National Office of decade birthdays, conferences and galas which are being planned for 2019. Executive have received invitations to a number of significant events and where possible, these will be accepted. In order to avoid clashes of dates, organising committees are asked to send invitations early.</p> <p>Councillors are asked to remind clubs of the need to submit notifications of forthcoming events to NVP Pat pat.mcrae@bigpond.com. These are recorded in the Events Register for insurance purposes. The appropriate VIEW Event/Insurance in Residence Form was updated in August 2018 and is available on our VIEW website http://view.org.au/resources/forms.</p> <p>Articles in local media continue to portray the wonderful coverage VIEW is receiving in many community publications. Succinct reports that promote our work for The Smith Family and accompanying high quality photographs are powerful tools and a positive step in the promotion of VIEW.</p> <p><i>Christmas Wrapping</i></p> <p>VIEW members totally immersed themselves in the true spirit of Christmas 2018 in shopping centres across the nation as they wrapped gifts of all shapes and sizes. While at times the odd shapes did provide challenging moments, how enormously beneficial the fun, enjoyment and immense satisfaction proved to be. Christmas Wrapping is an excellent way of profiling VIEW in our work for The Smith Family.</p> <p>Thank you to all members who were involved in Christmas Wrapping at local shopping centres providing a valuable service, promoting VIEW Clubs to prospective members, and raising funds. This year over \$28,000 has been raised in ‘gold coin’ donations.</p> <p>We are always interested to know the locations and clubs involved in Christmas Wrapping. Please send all this information through to (pat.mcrae@bigpond.com). In this way we are able to record the great contribution you have <u>all</u> made.</p>

	<p>After the results of Christmas wrapping with Equiem Building Managers (One Farrer Place) last year VIEW was invited to Christmas wrap in a number of buildings across Sydney, Parramatta, North Sydney, Melbourne and Queensland. Other Christmas wrapping events advised:</p> <p>NSW: Stockland Nowra, Sapphire Market Place Bega, One Farrer Place, Sydney;</p> <p>QLD: Helensvale, Gold Coast QLD, Stafford SC & Mt Ommaney SC Mt Ommaney, Orion SC Springfield,</p> <p>VIC: Corio Central Geelong, Leopold SC & Ocean Grove Plaza Ocean Grove, Bendigo Market Place & Lansell Square Kangaroo Flat, Stockland Ballarat, Point Cook SC Point Cook</p> <p>WA: Mirrabooka Shopping Centre</p> <p>High Tea Fashion Parade in Bendigo – Saturday 13 April</p> <p>This year VIEW in conjunction with Black Pepper is hosting a High Tea Fashion Parade on Saturday 13 April – Food, fashion and forensic sculpture. Guest speaker Jennifer Mann (Forensic Sculptor) will speak about forensic facial reconstitution sculpture including her reconstruction of an Ancient Egyptian Mummy. Guests will also see the latest Black Pepper Fashions and have a chance to win fabulous raffle prizes. The event will be held at The Bendigo Club with entry of \$28. Melbourne based members are encouraged to catch a train to Bendigo for the day or make a weekend of this fun event. Anyone interested in attending please contact NVP Annette Schlafrig (0413598246 or annetekatherine24@gmail.com).</p>
<p>4.4</p> <p>Promoting our Brand/ Speakers Bureau</p>	<p><i>PNP Gwen Wilton Chair Speakers Bureau submitted a report to National Council.</i></p> <p>The goal of the Speakers Bureau is to promote and profile VIEW and our connection with The Smith Family and perhaps offer an alternative to members of other organisations, who might want to become involved in our work with The Smith Family supporting Australian children in need.</p> <p>All speakers are equipped with a USB containing a speech, presentation tips, student testimonials and a report form to be completed and returned following their speaking engagement.</p> <p>Recent Speaking Engagements:</p> <p>Suzanne Kady, Area NM was invited to address Coffs Harbour Rotary and Coffs Harbour Lions clubs and received a good response from both organisations. Both groups asked questions and were impressed with the work of VIEW, having been previously unaware of the connection between VIEW and The Smith Family. Two members indicated they intended to explore becoming <i>Learning for Life</i> sponsors.</p> <p>In October 2018, PNVP Christine Newell was invited to return to Central Coast Masonic Care Board to again inform members of the work of VIEW and The Smith Family and was thrilled to be presented with a further donation of \$6,000. Together with the donation received in May 2018, this makes a total \$12,000.</p> <p>ZC Anne Strangway in SA held an informative Speakers Bureau Workshop on Tuesday 29 January as part of the Up, Up and Away event in Adelaide.</p>

	<p>PNVP Toni Thomas returned to Springwood Probus Club on Monday 4 February, 2019 following her successful presentation in November 2017.</p> <p>Due to the festive season, there have been no other speaking engagements with more opportunities expected as the year progresses.</p> <p>A Speakers Bureau kit has been requested/forwarded to:</p> <ul style="list-style-type: none"> • Linda Castle, President, Melville City VIEW, WA. • Christine Manger, NC Area NK <p>We are seeking in all States: VIEW members interested in speaking, and organisations in the community interested in hearing from VIEW members and we ask that these details be forwarded to National Office and/or PNP Gwen Wilton, gwenwilton@bigpond.com.</p>
<p>4.5 Development Working Group – Report</p>	<p>In 2018 National Councillors reviewed the current status of VIEW clubs in their areas. National and Zone Councillors were encouraged to join or form an Area Development Team and determine possible areas for growth.</p> <p>In 2019 National Councillors/Development Teams will work towards increasing membership in their existing clubs and/or developing a new club in their area by the end of 2019.</p> <p>The following areas have been identified for potential development:</p> <p>NSW/ACT Gungahlin, Murrumbateman, Bingara, Dapto, Shellharbour, Lane Cove, Tuross Head, Lismore, Old Bar, Gundagai and Narrandera</p> <p>QLD Springfield, Gladstone</p> <p>SA Glenelg and West Lakes Metro South</p> <p>VIC Williamstown, Point Lonsdale/Queenscliff, Kyneton and Horsham</p> <p>If members have friends or family in any of these potential areas who may like to assist “on the ground” supporting the development of any of these clubs please contact National Office view@thesmithfamily.com.au</p> <p>National Councillors also advised alternative strategies for Areas to promote VIEW and increase membership in their current clubs. In addition to regular media releases in the local newspapers, also use the following channels:</p> <ul style="list-style-type: none"> • Community involvement and schools • Attend local Expos and markets • Promote VIEW at Shopping Centres, Lifestyle Villages • Speaking at other organisations such as Probus, Lions and Local Chamber of Commerce etc • For younger members – Mother’s Groups, recent Uni Graduates, good venues/guest speakers • Distribute flyers to Schools, local markets/village shops • Utilise Senior’s newspapers and local Senior Week events
<p>5. WORKING GROUPS</p>	
<p>5.1 History</p>	<p>A number of clubs have responded to our request for copies of Inaugural Minutes and our data base is growing. This has been of great assistance when responding to requests regarding the history of the organisation and in creating an accurate data base.</p>

	<p>The number of clubs now actively saving club data continues to increase with many creating the role of 'Club Historian' in order to preserve their individual club history. We would encourage all clubs to endeavour to preserve their history and if possible forward copies to the Working Group either electronically via the email view.historymatters@gmail.com or send copies to National Office for collection and digitising thus providing an ongoing record of the organisation.</p> <p>The data base of historic resolutions is almost complete and will be available on request in the near future. Please be aware this is a large database.</p> <p>As our 60th Anniversary – (Diamond Jubilee) is approaching in 2020 we are keen to archive as much early club history and historic photographs as possible. Digital copies are the best way for the Working Group to receive this information. Please send your information to: view.historymatters@gmail.com or send copies to National Office for collection and digitising thus providing an ongoing record of the organisation.</p>
<p>5.2 Website & Social Media</p>	<p><i>PNVP Carleen Maley Chair of Website and Social Media Working group submitted a report to National Council.</i></p> <p>Website - LET YOUR CLUB COME ALIVE IN 2019.</p> <p>Updates</p> <p>The Working Group reminds VIEW Clubs that this is the appropriate time of year to update their Club webpage with changes to Contact Details (phone and email) as well as changes to their meeting location, date and time.</p> <p>The Club Secretary (or Web Contact) should review their page and advise any changes to admin@view.org.au.</p> <p>Details to review</p> <p><u>About</u></p> <p>Check that the number of <i>Learning for Life</i> Students shown on the website is correct. Clubs can also personalise 'About the Club' section providing potential members with a description of social events and the way the club fundraises.</p> <p><u>When</u></p> <p>Check that Meeting day and Time and meeting venue is correct.</p> <p><u>Contact</u></p> <p>Ensure that the Contact name is current, providing phone number and/or Confirm or amend club's email address.</p> <p>If the club has a Facebook page, it can be linked here. Provide link with updates.</p> <p><u>Where</u></p> <p>Venue - Confirm that the venue address is correct.</p> <p>It would be appreciated if any changes could be e-mailed to admin@view.org.au by 10 March 2019.</p> <p>Reminder – It is equally important for Clubs to add "Club News" regularly to their webpage. Updates to Facebook should also be reflected on their Club</p>

	<p>webpage. In this way Clubs keep their members and others informed and up to date with current events and activities. Clubs should send information about current events and activities including articles and photos to: admin@view.org.au.</p> <p>Any Club's news items prior to 2018 will be removed from Club pages together with outdated events.</p> <p>Social Media - Facebook</p> <p>VIEW Clubs with a Facebook page are encouraged to advise the Working Group (admin@view.org.au). This can then be linked to the Club's webpage, providing members and others with another way to learn about the VIEW Club.</p> <p>Members are reminded that they should 'Like' VIEW Clubs of Australia Facebook page as well as other VIEW Club Facebook pages such as those of Sister Clubs or other clubs in their Zone/Area.</p>
<p>5.3 Future of VIEW Working Group</p>	<p>Website</p> <p>FOVWG are finalising the questions and process for the 2nd part of the website audit to be undertaken in the next few months.</p> <p>VIEW Club Handbooks</p> <p>The group is reviewing and updating the 2019-20 Councillor and Club handbooks and would appreciate any feedback and suggestions. Please email lyngeer@bigpond.com with your comments.</p>
<p>6. NATIONAL OFFICE UPDATE</p>	
	<p>Toy & Book Appeal</p> <p>In 2018 VIEW Clubs' donations to The Smith Family's Toy & Book appeal totalled \$66,000. This means that 1,100 children received a special gift under the tree at Christmas time. Thank you to all clubs that participated in this appeal.</p> <p>Correspondence to Students and sending information to VIEW Clubs around Christmas Time</p> <p>For The Smith Family (and VIEW Clubs) Christmas is a very busy time of year, with an enormous amount of mail being received in The Smith Family National Office during this period, including gifts, cheques, presents, etc.</p> <p>To ensure that the mail is directed to the appropriate department in a timely manner we ask that any:</p> <ol style="list-style-type: none"> 1. Mail to VIEW Clubs is sent to VIEW Clubs C/- The Smith Family (GPO Box 10500 Sydney NSW 2001) 2. Student correspondence including letters, gift cards, and/or gifts, is sent to The Smith Family – Learning for Life Student Correspondence (GPO Box 10500 Sydney NSW 2001) <p>VIEW Clubs are reminded that as all correspondence to <i>LfL</i> students is read and checked for protection and privacy purposes and Any gifts for students should not be wrapped. Clubs may like to send wrapping paper with the gift.</p>

For more information about the Do's and Don'ts in corresponding with your students, please visit <https://www.thesmithfamily.com.au/my-summary/writing-to-your-sponsored-student>.

The Smith Family Christmas Appeal

As of 29 January, the Christmas Appeal has raised \$3.763m, leaving only \$42,000 to reach the \$3.805m goal. Funds raised to date will help to provide 8,960 disadvantaged students with the extra learning support they need to make the most of their education! Thank you to all clubs that participated in this appeal, your funds are greatly appreciated.

International Women's Day (IWD) events throughout Australia

Many regional areas and individual clubs are busy arranging their International Women's Day events for 8 March 2019. This year's theme is **#BalanceforBetter**.

The future is exciting. Let's build a gender-balanced world.

Everyone has a part to play - all the time, everywhere.

From grassroots activism to worldwide action, we are entering an exciting period of history where the world expects balance. We notice its absence and celebrate its presence.

*Balance drives a better working world. Let's all help create a **#BalanceforBetter**.*

Members are encouraged to support their club and Zone/Area IWD functions and invite other women in the community to join them. For updates on IWD events in your Zone/Area, contact your Zone or National Councillor or check the website (your Club page has a list of all advised events in your State).

Event organisers are asked to submit articles and photos of their events to The Editor VIEW Matters (view@thesmithfamily.com.au) by 14 March.

VIEW Matters magazine

National Office has commenced the production of VIEW Matters April 2019 edition. National Councillors and Zone Councillors are encouraged to contact their clubs requesting details of any special events or awards such as: Australia Day and other Honours, significant events etc. Submissions need to be sent to view@thesmithfamily.com.au including a high resolution photo no later than 22 February 2019.

January Mailout

The January mailout to clubs is very important for all Club Secretaries and Treasurers:

- Welcome to 2019 – we look forward to another exciting year ahead
- Membership List Procedures and Club Member List
- Service Pin Check List and Order Form
- Media Release – Membership Drive
- Joyspreader Gifts Brochure
- Audit – Annual Audit Guide and Request for Audit 2018
- Cashbook – Memo, Electronic Cashbook Guide and Flyer
- Petty Cash Recording Form
- Treasurer's Guide
- Club Statement

All this information is available at <http://view.org.au/resources/mailouts/>. Documents containing personal information will not be made available on the website. If you have not received your January mailout pack/s please contact National Office.

Media Release- New Season new reason to join VIEW

This is a great time of the year to be promoting VIEW to others in the community. For all those people with New Year resolutions to have more fun, meet new friends and make a difference in their community. New members introduce new ideas, bring fresh perspectives and extend your club's reach in the community. We all need to be welcoming new members. Every club needs new members in order to be vibrant and active.

Mailout Dates 2019

24 January	21 February	21 March	18 April
23 May	20 June	18 July	22 August
17 October	21 November		

Please note that there will be no mailout in September due to National Convention.

Updated Forms (Club Secretary/Committee)

Updated VIEW Club forms (<http://view.org.au/resources/forms/>) are now available on the website. Club Committee members are encouraged to download all relevant documents/forms for their immediate club use and to dispose of all out of date forms. National Office do not provide hard copies of these documents.

Councillors are asked to encourage their Clubs to dispose of all outdated forms and download fresh forms from the website.

VIEW National Convention- Novotel Twin Waters Resort – 13-15 Sept 2019

The highlight this year is National Convention on Queensland's Sunshine Coast 13-15 September with over 400 VIEW members and friends already registered.

The line-up of guest speakers is shaping up with the following confirmed speakers:

Convention Day 1 - Friday 13 September – Panel of Inspirational Australians **Professor Lisa Harvey-Smith Astrophysicist** and STEM Ambassador and **Kathleen Noonan Writer & journalist**

Themed Social Dinners - Back to the Beach party has reached capacity, however *Lucky Friday 13th* is still welcoming guests.

Convention Day 2 - Saturday 14 September - "Writer's Festival" **Kim McCosker, 4 Ingredients** fame and **Krissy Kneen award winning author** as speakers at the "Writer's Festival" plus many other surprises.

Gala Dinner – Mystical Masquerade Ball – Entertainment including Mandy Nolan and Ellen Briggs – comedians from "Women Like Us" show.

Hear the latest Smith Family updates from Dr Lisa O'Brien CEO; a VIEW update from Jan Roberts and VIEW Executive, a local *Learning for Life* Student, Making a Difference Awards Honour Roll and much, much more....

Book now so you do not miss out (<http://view.org.au/events/national-convention-2019/>).

Early Bird Prize Winner

Congratulations to Trish from Brendale Evening VIEW Club the happy winner of our Early Bird Prize of one night's accommodation in a resort room lagoon view at Novotel Twin Waters Resort, Sunshine Coast.

Letters to Local/State/Federal Representatives

2018-19 National Councillors will continue to email letters of introduction (templates provided by National Office at the National Council meeting) to their Local, State and Federal representatives, requesting face to face meetings.

When speaking to Local/State/Federal Representative/s National Councillors are asked to cover the following topics:

- Suggestions from representatives as to ways of promoting VIEW in their community
- Posting to Representative Facebook/Website/Newsletter/Flyer
- Placing VIEW Club contact details onto Community Website/Noticeboard
- Local Community Fair Day – to potentially hold a stall and promote VIEW
- Grants that can help VIEW Clubs and/or support The Smith Family
- Support that they can provide to local VIEW Clubs eg printing/photocopying, stamps, guest speakers, promoting events on their website/newsletters

Club Statements

As VIEW Clubs operate on a calendar year, from January 2019 VIEW National Office will be providing VIEW Club's Statement as at 31 December in January each year (previously provided to Clubs at the end of financial year – 30th June). This change will allow each Club Secretary and Treasurer to reconcile their Club's payments before finalising financial documents for Annual VIEW Audit.

The Statement includes all transactions recorded in VIEW accounts system from 1st January 2018 through to 31st December 2019. **This statement details anything processed as a stock order**, including new member joining fees and purchases of any VIEW merchandise. This statement does not include donations, annual membership subscriptions or *Learning for Life* sponsorships.

If a club does not receive a Statement, the Club's balance as at 31st December 2018 is zero. There is no further action for you to take.

If a club has already forwarded their Books for audit before receiving this statement, there is no need to panic. Just ensure that they pay any outstanding invoice/s ASAP and to consider this process at the end of this year.

Cashbook

VIEW Electronic Cashbook

Club Treasurers are encouraged to use the Electronic Cashbook for: easier record keeping; and improved data accuracy. It has a built in self checking mechanism; together with: all formulas across all pages of the cashbook are protected and unable to be deleted; all totals automatically calculated; opening and closing balances are automatically populated month to month including many other benefits. See *VIEW Club Cashbook and Annual Audit Guidelines and recommendations January 2019*. A hardcopy has been sent to all Club Treasurers in January and is available to view and/or download at <http://view.org.au/resources/organisational-information/>.

VIEW Electronic Cashbook 2019 is available for downloading at <http://view.org.au/resources/organisational-information> together with step by step Electronic Cashbook Guide.

Thank you to Electronic Cashbook Liaison PNC Trish Murphy

We would like to thank VIEW **Electronic Cashbook Liaison PNC Trish Murphy who has retired from this role**, for her dedication and support over the last four years. Trish helped many VIEW Club Treasurers during this time. The increase in Electronic Cashbook usage can be attributed to her friendly manner, patience and guidance. Thank you Trish!

If any member would like to take on the Electronic Cashbook Liaison role – please contact view@thesmithfamily.com.au

VIEW Cashbook (hardcopy)

National Office understands that not all Treasurers will be familiar with the electronic cashbook and prefer to use the hardcopy version.

This year we are continuing with the process introduced in 2018. If Treasurers wish to use the hardcopy version of the VIEW Cashbook, they need to complete the Request form enclosed in the Treasurer's January mailout and send/email it to National Office view@thesmithfamily.com.au.

Please note: The hardcopy VIEW Cashbook will be sent to your Club's address only upon receipt of your club's completed request.

Club Bank Statements required in 30 June – new process

This year we will require a copy of your Club's Bank Statement as at **30 June 2019**.

The Smith Family is subject to an annual audit, performed by external auditors. VIEW Clubs of Australia, being part of The Smith Family, is therefore also subject to this audit.

As part of the audit for the period ending 30 June 2019 and future years, auditors have requested that each VIEW Club provides a copy of their bank statement for 30 June 2019 in order to satisfy The Smith Family financial reporting obligations.

VIEW Clubs will therefore be requested to provide a copy of their bank statement as at 30 June 2019 by Friday 5 July 2019. A reminder will be sent to all VIEW Clubs closer to the due date.

If you have any questions please email view@thesmithfamily.com.au.

First Delegates Meeting

The 1st Delegate's Meeting presentation for 2019 has been developed to provide the Delegates and Club Presidents with information on: VIEW's

Structure, the importance of President and Delegate roles, including the benefits of stepping up to leadership roles and ways to strengthen and develop their clubs. (For more information refer to Item 7.4 below). This presentation will be given by the National Councillor at the First Delegates meeting of the year to Club Presidents, Delegates and the Zone Councillor/s.

Zone Conference Workshop 2019

A new presentation has been developed for your area's Zone Conference. This presentation to be delivered by the Zone Councillor to VIEW members in their Zone/Area and covers: the benefits of membership; the importance of Club Committee Positions; Stepping up to more senior roles; and lots of other exciting information. (for more information refer to Item 7.5 below).

Welcome to VIEW Booklet

The Welcome to VIEW booklet, provided to new VIEW members on joining, has been refreshed . This now includes a brief outline of the Club Committee and Zone Councillor Roles. This booklet is a part of a new VIEW member's reference guides.

60th Anniversary – Diamond Jubilee 2020

VIEW Clubs celebrate its Diamond Jubilee in 2020 and plans are now being put into place on the ways VIEW will be celebrating this milestone:

- Diamond Jubilee themed Area Galas hosted by the National Councillors to celebrate with their local Clubs. Invitations will also include local MPs, local Smith Family representatives and other local prominent figures.
- Similar to VIEW's 50th Anniversary celebrations, State Governors and the Governor-General have been asked to host Vice Regal receptions. We are waiting on confirmation.
- A bumper November edition of VIEW Matters showing off all the fabulous celebrations and the significant milestone... so Stay tuned for more information.

Help celebrate VIEW's 60th Anniversary

Calling for.... Old, New, Borrowed or Blue ...photos for VIEW!

All Clubs are invited to share part of their Club's history in celebrating VIEW's 60th Anniversary in 2020.

We are looking for photos of significant historical club events (awards, milestone, eg PM attends club function, etc) from each club.

As the photos are likely to be used on VIEW's website, published in VIEW Matters and other promotions or publications during 2020 we would prefer to receive these photos in a high resolution digital format.

Club's will need to include with any photo the following details:

- Names of people in the picture, (L-R) and the club name
- The event that the photo was taken at & theme (if applicable)
- Month/Year of the Event

The more detail the better about the origin of photo.

	<p>Please be part of VIEW's 60th Anniversary celebrations by:</p> <p>A) bringing a photo from your Club's history to National Convention or B) Sending your high resolution photo to view@thesmithfamily.com.au.</p>
7. GENERAL BUSINESS	
7.1 National Executive Nomination	<p>National Council was provided with a Nomination pack to nominate as a member of National Executive 2020-21.</p> <p>National Executive 2020-21 will be announced at National Convention.</p>
7.2 VIEW 5 Year Strategy - Update	<p>Maryanne Maher spoke about the development of a VIEW 5 Year Strategy (2020-2025.)</p> <p>Following on from workshops held in the first half of 2018, VIEW has engaged <i>Partners for Purpose, (P4P)</i> Melbourne Business School MBA Alumni, on a pro-bono basis to help to develop VIEW's 5 year strategy to commence in 2020.</p> <p>The team from <i>P4P</i> have been collecting information and an understanding of our vast organisation and have completed their historical review (phase one) and will now commence the second phase which will include a survey of members, prior to presenting their recommendations to National Council in June.</p> <p><i>As our 60th Anniversary draws closer and we look to shape our strategic direction over the next 5 years, an electronic survey will shortly be issued to VIEW members, seeking their views on the role VIEW clubs play in their lives and the community, and how they would like to see VIEW and club membership evolve. This is an excellent opportunity for VIEW members to add their voice to our direction, ensuring continued club health, membership engagement and contribution to the community.</i></p> <p>A random selection of members with current email addresses on file will receive the electronic survey in early-March for completion by mid-March. Feedback received from the survey will be used by our colleagues at P4P to inform their recommendations, which will contribute to our overall 5 year strategy.</p> <p>We look forward to members support of this initiative.</p>
7.3 Recording VIEW Volunteer Hours	<p>VIEW Clubs and The Smith Family would like to acknowledge the valuable contribution of <u>all</u> VIEW members, and share the information as to the impact VIEW Clubs are making in their local communities.</p> <p>We want to accurately record the number of VIEW members who volunteer with The Smith Family and the hours involved. (contributing to The Smith Family mission –<i>To create opportunities for young Australians in need by providing long term support for their participation in education</i>).</p> <p>Currently the VIEW volunteer recording process is convoluted and multi-staged, time consuming, inaccurate, inconsistent and members/clubs/councillors constantly complain about the process.</p> <p>Common complaints and issues include:</p>

	<ul style="list-style-type: none"> • The current process for collection of information involves a number of steps - Club member to Delegate, Delegate to Zone Councillor, Zone Councillor to National Councillor etc. • Members find the completion of forms tedious and time consuming • The process is convoluted – multi-staged • Members don't understand the relevance of the form • Not all members remember to notify their Club Delegate • Confusion as to what information should be collected and who should receive it • Process does not appear to produce accurate information <p>We understand that the current process is not sustainable and we need to be working towards something more manageable in the months ahead.</p> <p>Current Process</p> <p>Currently the process relies on members advising their Club Delegate of any volunteering that they have been involved in with The Smith Family, in the community and also with any other organisations.</p> <p>This information is then passed along to the Zone and National Councillor and then emailed to the Executive member who collates and sends it on National Office.</p> <p>Over the years VIEW National Council has endeavoured to simplify form/s and method of recording and reporting. Even though the form and the process have been changed many of the issues remain.</p> <p>Over the coming year it is hoped that this convoluted process will be phased out.</p> <p>The Smith Family is currently changing the way that volunteers are recorded in its systems. These changes will eventually allow The Smith Family to capture whether a volunteer is a VIEW member and thereby record the number of hours volunteered by that member. Also a new field needs to be developed on The Smith Family website to enable new volunteer applicants to reflect that they are a VIEW member.</p> <p>National Office will work with The Smith Family's Volunteering team, and National Council and provide members with the outcomes and new procedures as they become available.</p>
<p>7.4</p> <p>Launch 1st Delegate's meeting presentation for 2019</p> <p>Zone Councillors to present</p>	<p>Background</p> <p>The 1st Delegate's Meeting presentation for 2019 has been developed to provide the Delegates and Club Presidents with information on: VIEW's Structure, the importance of President and Delegate roles, including the benefits of stepping up to leadership roles and ways to strengthen and develop their clubs.</p> <p>Presentation</p> <p>The National (or Zone) Councillor should present this either:</p> <ul style="list-style-type: none"> • Electronically requiring digital facilities: Screen/wall, projector and computer (these may be provided by your venue – need to confirm availability) • Print Version for distribution enabling participants to follow the presentation points covered in Presentation

	<p>The presentation includes the following information:</p> <p>VIEW's Structure as a National Organisation.</p> <p>Leadership roles within VIEW: National Councillors, Zone Councillors and Club Committee members.</p> <p>Club Committee Roles: Flexibility available in these key roles such as job sharing which enables more people to be involved in the club's functioning. Club Committees are stepping stones to other leadership positions. As well as :</p> <ul style="list-style-type: none"> • Benefits of taking on roles of Zone & National Councillors, and Executive. • Attract, Welcome and Retain Members: • Development of clubs <p>Outcomes from this PPT</p> <p>Club Presidents and Delegates should leave this meeting feeling well informed, confident and able to impart this information to their clubs.</p> <p>Feedback- we will be <i>Asking attendees to complete a brief survey on the presentation including any suggestions for improvement.</i></p>
<p>7.5</p> <p>Zone Conference Workshop 2019 PowerPoint Presentation</p>	<p>Maryanne Maher spoke about the development of a VIEW 5 Year Strategy (2020-2025.)</p> <p>Following on from workshops held in the first half of 2018, VIEW has engaged <i>Partners for Purpose, (P4P)</i> Melbourne Business School MBA Alumni, on a pro-bono basis to help to develop VIEW's 5 year strategy to commence in 2020.</p> <p>The team from <i>P4P</i> have been collecting information and an understanding of our vast organisation and have completed their historical review (phase one) and will now commence the second phase which will include a survey of members, prior to presenting their recommendations to National Council in June.</p> <p><i>As our 60th Anniversary draws closer and we look to shape our strategic direction over the next 5 years, an electronic survey will shortly be issued to VIEW members, seeking their views on the role VIEW clubs play in their lives and the community, and how they would like to see VIEW and club membership evolve. This is an excellent opportunity for VIEW members to add their voice to our direction, ensuring continued club health, membership engagement and contribution to the community.</i></p> <p>A random selection of members with current email addresses on file will receive the electronic survey in mid-March. Feedback received from the survey will be used by our colleagues at <i>P4P</i> to inform their recommendations, which will contribute to our overall 5 year strategy.</p> <p>We look forward to member support of this initiative.</p>
<p>7.6</p> <p>Meeting with MPs</p>	<p>Jan Roberts noted that the National Councillors have continued to make contact and meet with their Local, State and Federal representatives in 2018 and in 2019 will continue to email letters of introduction to their Local Council representatives, and State/Federal Members of Parliament.</p>

	The letters include information about VIEW, the number of Clubs and members in their Area, and the number of <i>Learning for Life</i> students supported by their clubs. The aim of the letter is to inform Local Councillors and MPs (about VIEW, what we do and how we support The Smith Family's work in our communities), and request a face to face meeting to discuss VIEW and how they, the representative, can help in profiling VIEW Clubs to others in the community.
7.7 Closed Clubs	National Council noted with regret that the following club/s had closed since the October 2018 National Council meeting: Dorrigo Plateau (NM)
7.8 Update Zone Councillors 2018- 19	In February, Zone Councillor Mary Coll WA01 resigned her position as Zone Councillor due to work commitments. PZC Charmaine Sherman will step in as acting Zone Councillor for 2019.
8. Learning and Development	
8.1 Research Paper	<p><i>Material deprivation and social exclusion among young Australians: a child-focused approach</i> (snapshot)</p> <p>A Joint initiative* released in November 2018. A copy of the research papers was sent to all Clubs in the January mailout (24/1/19).</p> <p>The report</p> <p>In an Australian-first, the report draws on research with young Australians, both in Government high schools in NSW and on our <i>Learning for Life (Lfl)</i> program, to explore what they see as the essential things and activities all young people need to live a 'normal' life. The research reflects our organisational focus of hearing the voice of young people themselves and is a major part of our public policy advocacy.</p> <p>The research also estimates what proportion of young people, including those on <i>Lfl</i>, are deprived of one or more of these essential items, and the impact of this on various dimensions of their lives.</p> <p>Relevance of the report</p> <p>It provides a very concrete and tangible picture of what poverty and disadvantage looks like for young people in Australia today, from their perspective.</p> <p>It shows the extent of child disadvantage in Australia and why this matters. The impact of disadvantage on young people's lives, including their engagement with school and their sense of wellbeing, is clear from the research. This potentially has negative long-term consequences for their lives.</p> <p>It highlights the urgent need for Australia to tackle child disadvantage and to work much harder to achieve our national goal of reducing at least by half, the proportion of children living in poverty, by 2030. This is a United Nations target that Australia has signed up to but on which we're making little progress.</p> <p>* This research is a joint initiative of the following organisations: The Smith Family, Office of Advocate for Children and Young People, NSW Department of Education, and University of NSW.</p>

	<p>For further copies are available on The Smith Family website under Our Research. https://www.thesmithfamily.com.au/~media/files/research/reports/material-deprivation-and-social-exclusion-among-young-australians-2018-snapshot.ashx?la=en</p>
<p>8.2 Annual Report</p>	<p>Leonie Green, Head of State and Territory Operations, The Smith Family, briefed National Council on The Smith Family Annual Report 2017-18.</p> <p>All Clubs received a copy of The Smith Family Annual Report 2017-18 in the December 2018 mailout. It is available on The Smith Family website. ALL National Councillors have copies of the Annual Report. https://www.thesmithfamily.com.au/~media/files/about-us/our-finances/17-18-annual-report/2017-18_annual-report_full-report.ashx</p>
<p>9. OTHER BUSINESS</p>	
<p>9.1 Development Report - Future Southern Peninsula VIEW Club</p>	<p>Southern Peninsula VIEW Club (Rosebud) Inauguration will be on Thursday 14 March 2019 @ Rosebud Country Club, Victoria.</p> <p>Cost \$45 for a two course lunch.</p> <p>If you would like to attend please RSVP to Lyn Geer (0409 145 073 / lyngeer@bigpond.com) by 4 March.</p>
<p>9.2 Development Report - Future Bathurst VIEW Club</p>	<p>Regular meetings have continued throughout 2018 with membership steadily growing, currently 16. The group meets in the Boardroom of Bathurst RSL Club on the 2nd Thursday evening of each month as the majority of members are working women.</p> <p>The Smith Family have relocated to Bathurst and are now working in several local schools with plans for Learning/Homework clubs opening soon and Bathurst VIEW members are keen to volunteer.</p> <p>In November 2018, the group held a successful Walk with VIEW in Bathurst as a fundraiser and to raise awareness. In conjunction, a major raffle was held, resulting in a generous donation being made to The Smith Family Christmas Appeal. Funds are also in hand to sponsor a child once the club inaugurates.</p> <p>A Christmas dinner was held in December with several new women attending. All have indicated they will join the group when meetings resume on 14 February 2019, which will put us much closer to the required number of 25.</p> <p>Bathurst VIEW has a promising future and it is hoped to reach the required number of members and inaugurate in May 2019. It is planned to form a core group to begin taking charge of the new club at the next meeting.</p>
<p>9.2 Development Report - Future Mosman VIEW Club</p>	<p>Mosman membership now stands at 18, with enquires being received each month from prospective members through the Mosman VIEW website.</p> <p>Ten members enjoyed a private tour of the Mosman Art Gallery on 9 November to view the 2018 Mosman Art Prize Exhibition following which everyone socialised at the afternoon tea provided by the Gallery.</p> <p>Mosman VIEW donated \$200 to TSF Toy and Book Appeal from money raised through raffles.</p> <p>A few Mosman members helped with the Christmas wrapping at North Sydney.</p>

FREQUENTLY ASKED QUESTIONS	
Membership forms requests members' birth year. Is this for insurance purposes?	Yes
Can a committee member hold more than one office eg Secretary/Delegate ?	Yes. If she is happy to do so.
Who needs to be contacted when a club is struggling?	When the committee and club members think that the club is in danger of closing the process which is clearly documented on page 51 of the Club Handbook 2018-19 should be followed. It states “ <i>A decision to close the club must come from the Club membership, in CONSULTATION with your Zone Councillor who will report to the National Councillor and then the National Councillor to National Executive.</i> ” This decision needs to be considered carefully and the process followed closely. All clubs considering closing need to provide their Zone and National Councillor and VIEW Executive with advanced prior notice of an intention to close a club. Any club that finds itself in difficulty should contact their Zone/National Councillor immediately.
Dates Of Next Meetings	National Executive 18 March (Teleconference), 11 April (Teleconference), 9 May (Teleconference), 22 June (Face to Face) National Council – Sunday 23 June 2019

**Summary of Decisions at National Council Meeting
February 2019**

Area of Work	Decision, Policy and/or Procedure	Agenda Reference
Sub-Committees	Resolutions 2019-20	4.1
Sub-Committees	Development update	4.5
Working Groups	Website and Social Media	5.2
Other Business	First Delegates presentation	7.4
Other Business	Zone Conference Workshop	7.5