**VICTORIA SECTION Inc.**

**Victorian President** **Victorian Secretary**  **Victorian Treasurer**

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Naval Association of Australia Victorian Secretary

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Wy Yung. VIC. 3875

**AGENDA**

**VICTORIAN SECTION COUNCIL MEETING**

**COMMENCING 1030 22 JULY 2023**

**AT 36 BARRETTS ROAD, LANGWARRIN SOUTH. VIC**

**Meeting Opening and welcome:**

**Housekeeping. Conflict of Interest.**

**Recording of the virtual meeting using Zoom**

**Item A.**

**Tribute to and our shipmates. Vales:**  **President**

1. **Apologies:**  **Secretary**
2. **Attendees: Secretary**

**Item B.** **Confirmation of Previous Meeting Minutes.** Reference: Paper One **Secretary**

**Item C. Business Arising from the Previous Meeting Minutes Secretary**

SITREP of tasks provided in Paper Two - [Task List post 22 April 2023.](https://navalassoc.org.au/sites/default/files/Paper%20Two_Task%20List%20Post%2027%20May%202023%20V1.03_0.docx)

**Correspondence and Associated Actions.** [Reference: Paper Three](file:///D:\Correspondence%20Register)

Documents of Significance:

**Item D. Treasurer’s Statement and Accounts for Payment**

Reference: Paper Four - [Finance Report to 30 June 2023](file:///D:\Correspondence%20Register\finance%20report_31May2023.eml) **Treasurer**

Review [Section estimated expenditure to 31 December 2023](file:///D:\Correspondence%20Register\Projected%20budget%20July%20to%20December%202023.eml) **Treasurer**

**Item E. Reports.**

Sub-section Reports. Reference: Paper Five.

**Membership**

**Reference: NAA Dashboard.**

**DVA Report.**

**ESO Report.**

**Item F. Notice of Motion.** Nil

**Item G. Election of Officers**

Casual Vacancy – Section Secretary Expression of Interest- Ange Kenos.

**Item H. General Business**

1. By-law re Disposal of Sub-section Funds. **Decision: *Support* the proposal or *not***
2. Removal of Medals from Convicted SAS members. **Decision: *Support* the SAS Association or *not***
3. **Dandenong Sub-section Motion:** That the 2024 Victorian Section Annual General Meeting is accompanied by a seated luncheon, at a RSL of choice, for all financial members and partners where the cost of the meal and beverage is paid individually by those attending. ***Decisions: Where? Who? How? Open to Victorian members? What resources are necessary?***
4. SITREP: [Audit of Compliance – Section Council processes, procedures, and policies against the ACNC self-assessment template.](D:\\Compliance\\self-evaluation_for_charities_ACNC_Completed.docx)
5. SITREP: Task list resourcing – People, Money, Authority, Responsibilities.

* Welfare Frequently Asked Questions (FAQ) (Under Development) **Proposed** Box Hill Sub-section.
* Sub-section New Member Checklist (Under Development) **Proposed** Geelong Sub-section.
* Bereavement Package (Under Development) **Proposed** Melbourne Sub-section.
* Executive Forum (Under Development) **Proposed** Sub-section Dandenong.
* ANC Award Sponsorship (Under Development) **Proposed** Frankston Sub-section.

1. Section WHS. Risk Register [population](https://navalassoc.org.au/sites/default/files/NAA%20Risk%20Assessmnet%20and%20Hazard-Risk-Assessment%20Register%20V1.03%20as%20at%2016%20June%202023_0.xlsx). Ratification required.

**Other:**

1. [**Calendar**](https://navalassoc.org.au/sections/vic-v00)

[13 August 2023 Invitation at the Melbourne Shrine of Remembrance](file:///C:\Users\EGNAA10\Documents\Section%20Executive%20Meetings\Executive%20Papers\22%20July%202023\Fw_%20Naval%20Association%20Victoria%20-%20MAA%20Op%20Pedestal%20-%2013%20AUG%2023%20-%20Shrine%20of%20Remembrance.eml)

1. [Memorabilia Ms Carole Marshall <carolemarshall@hotmail.com>](mailto:Memorabilia%20Ms%20Carole%20Marshall%20%3ccarolemarshall@hotmail.com%3e%20)
2. **Funding**:

Provided by Julienne Clifford. Request to BAE.

Provided by Joy Emmett: Scouts Victoria.

1. **Periods of absence**

[Next meeting.](https://navalassoc.org.au/sections/vic-v00)

**Closure.**