

ABOTMA Executive Meeting Minutes.

DATE:	17 th June 2014	TIME: Start 7.35pm	Finish 9:20pm AEST
INVITEES:	Lachlan Davidson - President; Gregory McGrath - Secretary; Sue Dwyer - Admin Secretary; Helen Ludellen - Operations; Karita Brokenshire - Treasurer; Mick O'Neil Programming; Geoff Bridgland – Programming,		
NOTED APOLOGIES:	Rob Lewis - Vice President;		

1. Previous Minutes:

Approve and adopt minutes from the previous meeting; Moved Sue, seconded Helen

2. Actions From Previous Minutes:

Item 1.1 - NAB signatory change

Karita proposed a motion that as Blair Webb is no longer the Treasurer and Will Manovel is no longer President of ABOTMA inc, they should be removed as signatories to the ABOTMA Cheque account.

NAB Account details:

ABOTMA Cheque Account: BSB: 083-147 Account Number: 94-167-1172

it was also proposed that Karita Brokenshire Treasurer and Rob Lewis Vice President need to be added to Lachlan Davidson as signatories.

The following people are authorised to have access to the ABOTMA accounts via phone/internet banking:

Lachlan Davidson President; Rob Lewis Vice President; Karita Brokenshire Treasurer; Greg McGrath Secretary.

We also wish to ensure that we are able to access the International funds transfer feature with this account, via internet banking.

It is noted that in order to implement this change, each of the new signatories will need to attend any NAB branch and supply a copy of the minutes of this meeting. They are advised that, if they wish to become signatories and if they are not already NAB customers, they will need to supply 100 points of identification.

Helen Ludellen seconded the motion. Motion was passed.

Action 1.1 Karita to organise change signatories.

Item 3.1 Greg to look at Ticketing Systems. New ticketing system Ticketebo is now operational and linked to Mountaingrass website. *Completed*

Action 4.1 Lachlan to do write up for website. Karita to supply Greg with photo.

Item 5.1 – Actions from Meeting at GAP.

Action 5.1.1 more comprehensive information to clarify the difference between ABOTMA and Mountaingrass committees to be put on the website.

Item 5.1.2 look at ticket prices and discounts; discussed ticket pricing, members Discounts, door vs internet purchases.

\$25 per person ABOTMA Membership Under 18 years old free.

Internet Ticket price \$115 nonmembers \$85 members includes booking fee

Karita Moved ; Festival tickets should be available at that discounted price only until Internet sales cease at Midnight Wed 12th November
Tickets will then be available at festival door.

\$130 non members \$100 members seconded Helen. ALL

This will need to be well signed on website so people know they can buy tickets at the door during the festival

Action 5.1.2 Greg to adjust ticket details on website. Turn off Ticketebo link Midnight Wed 12th November. Ensure people know they can still purchase tickets at the festival

Item 5.1.3 Programming; Helen has some people who have offered to help facilitate Jams. Mick needs to get a full list of performers, rooms for jamming and Performance venues, so he and Geoff can start to look at programming. Mick explained Angus Golding setup and operated his own PA system last year and is going to be doing that again this festival at Mountain View Hall. It was agreed he should be paid if possible. Need to look at budget.

*Action 5.1.3 Mick/Helen to make a list of suitable venues for Jams and workshops
George to supply list of artists so programming can start.*

Item 5.1.4 . Christo emailed Price list for use of Feathertop. See email. Committee discussed accommodation prices being higher than last year. We acknowledge Feathertops' commitment to festival and admit they should have some monetary restitution. Should be recognized and advertised as our major sponsor.

Action 5.1.4 Helen to continue discussions with Christo. Ensure where possible Feathertop receives recognition as major sponsor - all

Item 5.1.5 carpooling to festival. Greg, John O' to put on website and facebook. Carry over to Next meeting

Priority *Action 5.1.6 Lachlan to draft a letter to Harriettville businesses requesting inkind donations. follow up with phone call.*

3. Report from Treasurer:

Report on fund balances \$30,33345.86

Invoices paid Greg \$197.67,

deposits received – memberships 1x double 2xsingles, donation.

Action 3 Karita to complete end of financial year report up to June 30.

Item 3.1 revisit the budget- The different drafts of 2014 budget was fully discussed.

Conclusion- budget needs to be reviewed.

Action 3.1.1 Helen to confirm real expenses from quotes

Action 3.1.2 Greg to look at an administration budget and Capital expenditure.

Action 3.1.3 Karita to Review and email committee 2013 spreadsheet.

Action 3.2 Greg to send Karita username and password for Paypal

4. Secretary's Report:

Report on memberships, memberships paid at 2013 festival has been processed and numbered membership card sent out. All financial members should now have numbered membership card. Greg reaffirmed we are operating financial year not calendar year.

Greg McGrath moved- we rescind previous motion regarding membership discounts.

New Motion- ABOTMA memberships will be available at the registration desk at Mountaingrass

Festival. People who become members at the festival are immediately eligible for member discounted festival tickets. Seconded Helen. All

5. Report from Artistic Director:

Lachlan reported on George's behalf;

Item 5.1 discussed concerns about staying within budget constraints.

Some discussion re festival tickets = artist payment. decision pending.

Action 5.1 look at confirmed artist list next meeting with George.

Actions carried over from last meeting

Action 5.2 George to contact all applicants asap and thank them for application and tell the successful applicants will be notified before July 30th .

Action 5.3 George/Lachlan to pass on confirmed artists list to Helen and John O'D for advertising.

6. Report from Operations Manager:

Item 6.1 Proposed innovative ideas for Alpine Shire Grant:

1. sound production workshops,
2. engaging the kids from the local school (and therefore local community) via bluegrass instrument workshop aimed at children and beginners where they can borrow an instrument for the workshop

Action 6.1.2 Greg to approach the Girgarre Music Muster people to see if they are interested.

Item 6.2 Alpine Shire Grant application - Risk Management Plan for MountainGrass and Marketing plan. Helen has emailed out for comment. **ALL**

7. New business / other agenda items

Item 7.1 Mountaingrass flyer;

Action 7.1 Helen to email out for comment.

Item 7.2 T-Shirt design;

Action 7.2 Helen to discuss some options with Angela. Ongoing

Item 7.3 Market Stalls - the only stalls that had committee approval last year were Ben Knox coffee van and some instrument makers who didn't need power.

Meeting Closed 9.14pm.

Next Meeting Date and Time: 7.30 Tues 15th July

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All Ensure where possible Feathertop receives recognition as major sponsor

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