

ABOTMA Executive Meeting Minutes.

DATE:	5 th November 2014	TIME: Start 7.40pm	Finish 9.05pm AEST
INVITEES:	Lachlan Davidson – President; Greg McGrath – Secretary (chair) Sue Dwyer - Admin Secretary; Helen Ludellen - Operations; Karita Brokenshire - Treasurer; Jenine Abarbanel -- Communications; Mick O'Neil Programming; Geoff Bridgland – Programming Kim Wheeler -Operations		
NOTED APOLOGIES:			

1. Previous Minutes:

Approve and adopt minutes from the previous meeting;

Moved that new minutes be approved Sue seconded Greg

2. Items from previous Meeting – Lachlan

Item 2.2 Jenine to email out final Program. Done [update required](#)

Item 2.3 Greg to put updated program on Website Done [update required](#)

Item 3.3 Signs – Banner needs to be completed. Banner (3mt x 1.8mts) will be ready this Friday. Marquee will be up and ready to dress Thursday pm. A3 Signs to Sambas Lounge, Mons Meg Lounge and Shamrock Lounge need to be printed up and laminated.

[Action Item 3.3 Lachlan will pick banner up and take to Harrierville](#)
[Lachlan will print and laminate 3 x A3 Lounge signs](#)

Item 3.4 in kind requests for accommodation, meals etc for artists from Harrierville community.

Lachlan visited Harrierville last weekend. Spoke to Pat (new manager of Feathertop) who is very keen and happy to accommodate the festival. He has offered support in the form of donating accommodation to Special Consensus and Davidson Brothers Bands.

New owner at Hville Hotel Motel has only taken over a few days ago and not sure what to expect from festival. He doesn't want to commit to anything now, but will be happy to donate after the festival if he sees it is beneficial.

Lachlan also spoke to Bea from Kissin Cousins they will put up posters in the local area, doing radio interviews and local newspaper article with photo. As their band was a late inclusion to festival lineup, they have agreed to a no fee appearance.

Lachlan moved, if any funds are available from the Artist budget after festival, Kissin Cousins be payed something. Also We have one donated free campsite available to offer Kissin Cousins. All in favour.

[Action item 3.4 Lachlan to discuss free campsite with Bea.](#)

[Action Item 3.4b Helen to find out value.](#)

Lachlan reported there is still some accommodation available at Mountainview Retreat (double rooms) and Harrierville Hotel and Feathertop.

[Action Item 3.4c Jenine to send out Last Minute notice of available accommodation](#)

4.3 Karita is updating 2014 festival budget.

[Action item 4.3 Karita to email copy to committee](#)

5.1 Do all bands and band members have to be members of ABOTMA? Discussed.

It was decided not to enforce this for 2014 Mountaingrass festival.

5.3 AGM - agenda

Minutes of last AGM to be adopted.

Welcome from President including his report - overview, achievements acknowledgement of donations and committee members etc.

Report from- Secretary – memberships etc.

Treasurer – Profit and loss, challenges, overview etc.

Operations – festival report and insight to festival operations, suggestions etc.

All committee members resign positions.

Appoint a returning officer to oversee election.

Nominations called for President – Vice President – Treasurer – Operations - Secretary.

Action item 5.3 Greg, Lachlan, Karita and Helen to write up reports and Greg to put them together as hard copy and get printed up for members at AGM

5.3b Greg to print up agenda and 2013 AGM minutes.

3. New business

3.1 Karita asked when the funds from Ticketbo will be put into ABOTMA account?
Greg thought funds will be available 5-7 days after the event.

3.2 Online Ticket sales and memberships finish Wed night. Need a manual list of members to have at the desk before AGM. Also Membership forms in case anyone wants to join at the festival. Members (ONLY) to be given square of coloured paper on entering the meeting to hold up when voting

Action item 3.2 Greg will email final members List Wednesday night.

Action Item 3.2 b Greg to update and email membership form to Lachlan.

Action item 3.2 c Lachlan to print out membership forms for front desk

Action item 3.2d Karita to make squares of coloured paper for voting members.

3.3 Eleanor Kramer will be picking up SC band at the Melb airport and transporting them to Hville. Lachlan has discussed with her hirecar details.

Action item 3.3 Lachlan to send hire care details to Karita.

3.4 Artist accomodation? Karita needs to know cost of inkind donated accomodation.

Also a complete list of where artists are staying needs to be at the front desk.

Action Item 3.4 Lachlan to send details of artist accommodation to Helen and Karita.

3.5 New committee – nominations for positions on 2014/15 committee must be given to Greg or Lachlan no later than 5pm Wednesday 12 November.

Discussed the difficulty in running operations without being in the local area. Would be great to get some interested people who live in the local area.

Action Item 3.5a Greg to put on website nomination details.

Action Item 3.5b Greg to talk to Phil Horner (Harrierville Times) to discuss possible local Nominees to operations committee.

3.6 Annual Report to Office of Corporate Affairs.

Action Item 3.5 Greg and Karita to work together to produce and submit an annual report.

3.7 Date for next year's Mountaingrass Festival 20-22 November 2015.

Action Item 3.7 Greg to put date on website.

Date for debrief meeting Tuesday 2nd December.