





9. **Incoming Presidents response:** Mick Holton gave a brief review of the work that has been done by the VFFA over the last 12 months and congratulated everyone for their efforts and commitment for the volunteers of NSWRF. The VFFA has made some great inroads into keeping other organisations honest and getting the best deal for the volunteers. Mick welcomed the elected Executive team and stated there is a good mix and balance within where the Executive will strive forward in the next 12 months. There will be some tough challenges ahead this year and we can look forward another year of trying to keep the volunteers informed and have their best interest at heart.

10. **Review of VFFA Constitution:** Greg Godde reiterated that under the Incorporated Association Act and Regulations we are governed to have an updated Constitution. Our current constitution does not reflect our current organisation needs and day to day operation of the VFFA. A draft constitution has been drawn up and emailed to all the Executive for comment. To date only 2 comments have been received from a possible 14 members of the Executive. It is imperative that everyone takes some time out to look over the draft Constitution and make any comments or feedback to get a final draft up on the website for members to see. Greg encouraged all members to take a look at the document and any feedback would be appreciated.

11.1 Proxy votes. Do we allow proxy votes at VFFA meetings?

Question raised by one of the Executive.

Discussion was opened to the floor with some examples given of brigades accepting proxy votes at meetings.

Support for the proposal was given with guideline's / governance be written into the draft document.

11.2 Associates. Do we allow associates into the VFFA? These people such as members from Vic, SA, WA, & QLD and Fire Expert Group can be members of the VFFA but have no voting rights at meetings.

Discussion was opened to the floor.

Points to consider. Definition of Associates to be spelt out in the Constitution.

Contractor – a farmer who receives a payment at \$44 for lease of equipment will they be classed as a contractor?

Support for the proposal was given, points mentioned to be drafted into the document for feedback.

11. **Purchase of office consumables for Secretary:** Greg Godde raised the issue of purchasing dedicated equipment for the Secretary position as current personal equipment such as the laptop is some years old. An external hard drive is required to back up all data we have on the computer current thumb drive is full. Other items such as a brief case would also be beneficial in keeping all VFFA documents together.

The President Mick Holton supported the request stating that to maintain good record keeping and to assist the secretary's position with right equipment we need to spend the right money on the right equipment. Mick suggested that the secretary research what equipment is needed for the position and if it is fair and reasonable that the members support the request.

Mick Holton moved **'that the Executive in consultation with Greg Godde can determine our level of support for the request to purchase the associated equipment.'**

Second Peter Cannon

Carried

**12. Position description – Membership Services Officer:** Greg Godde explained the background to the position that was debated 2 years ago that the VFFA needs a person to take on a paid role to get out to the brigades and members across the state. This draft position has been in the developing stage for some time now and a draft was emailed out prior to the meeting with very little response from the Executive. Today at this meeting we need to make a decision and stand by it 'do we continue with the development of this position description and get it approved or do we drop it?' We cannot apply for any funding until we have an approved position description that reflects the objectives of the VFFA. Brian Williams spoke in support of the position and as a volunteer organisation we need to become more professional in our day to day running of the VFFA. Brian Williams moved **“that the Executive work out the position and we seek funding for the position that will cover the position fulltime or part time to support the day to day operations of the VFFA.”**

Second Mick Holton

Carried

Discussion around the room ensued with supporting the position with questions asked on the ramifications of employing someone full time.

Mick Holton explained that these issues will have to be looked at and consulted with people who deal in these areas.

**13. Recognition of VFFA service with internal awards:** Mick Holton spoke on the level of acknowledged service by members of the Executive. This is a very important issue that has to carefully manage this amongst our members as everyone has an important role within the organisation. It would be suggested that we form some internal policies on this matter so that we have something to fall back onto. No discussion from the floor and it is to be noted for further review with the Executive the policies need to be developed and be transparent.

**14. Future direction of VFFA:** Mick Holton opened the discussion with some points;

- Improve our means of communication – weekly telephone conference for about 15 mins about any key issues that need to be discussed. Day and time to be arranged with Executive council.
- Continued development of our social media platform.
- Further develop our National Fire Experts Group (NFEG) to gain funding to get this group on the road.
- Update the constitution.
- Expand our magazine publication.
- Bullying and harassment program.
- Keep up pressure on RFSA to disperse funds to volunteers.

15. **Item without notice:** Michael Scholz raised the issue of the National Australia Bank (NAB) Business Service card to which there are three (3) President, Treasurer and Secretary. With the change of elected executive positions these cards will need now to be transferred to other members. Each card is in a personal name such as the treasurer in the name of Michael Scholz and now will need to be transferred to Jeanette Holton. The Presidents card will need to be transferred from Brian Williams to Mick Holton. (Mick Holton stated that he would not need one with Jeanette holding a card and suggested that the card be passed to Jon Russell, Media Officer.) The Secretary remains as is with no change.

**Motion:** Michael Scholz moved **'That two (2) NAB Business Service Cards be transferred they being Brian Williams transferred to Jon Russell (Media Officer) and Michael Scholz transferred to Jeanette Holton (Treasurer).'**

**Second** Shane Bryant

Carried

16. **General Meeting / Executive meeting 2017.**

Murrumbateman Inn Sat 6<sup>th</sup> and 7<sup>th</sup> May 2017.

17. Next AGM Sat 5<sup>th</sup> August 2017. Location to be advised.

18. There being no further business meeting closed at 1123 hours.

Greg Godde  
Secretary  
VFFA

Mick Holton  
Chairman / President  
VFFA