

AUSTRALIAN CARTOONISTS' ASSOCIATION
Committee of Management Meeting
Telephone Conferencing Hookup 8pm (ESDST Time)
Thursday, 28th January 2010

MINUTES

Meeting Opened at 8.07pm

1. **Present**

Jules Faber (Chair), Mick Horne, Peter Broelman, Kerry-Anne Brown, Grant Brown, Rolf Heimann, Gary Clark and Steve Panozzo.

2. **Apologies and Leave of Absence**

Simon Kneebone and Jason Chatfield – timing conflict.

3. **Confirm Minutes from Previous Meeting**

MOTION: That the Minutes of Meeting held in November 2009 be accepted as a true representation of that Meeting.

Moved: Peter Broelman

Seconded: Mick Horne

CARRIED.

10/02

4. **Declarations of Interest and Conflict of Interest**

Nil recorded.

5. **Matters Arising from Previous Minutes**

5.1 Promotional Committee

5.1.1 ACA Website

Peter reported that a comprehensive quote had been received to undertake a complete rebuild of the website with emphasis on the members directory and search engine capability. This was approximately \$52,000.

Discussion regarding brief and budget.

ACTION:

1. Preliminary budget of \$20,000 be set.
2. Peter to send brief to Gary and Jules.
3. Gary to approach John Cook for a quote and sample of work.
4. Jules to approach Dee Texidor for a quote and sample of work.

5.2 Bill Mitchell Award

ACTION: Jules Faber, Steve Panozzo and Lindsay Foyle to draft email to Chris Mitchell which will be authored and managed by Steve Panozzo. Status update to be reported to Committee.

5.3 ACA Merchandise

Peter reported that whilst the products are very nice and customers can choose, the merchandise can be quite pricey with a basic t-shirt costing \$35.

Discussion around self managing and website.

- ACTION:**
1. Merchandise to be part of the brief for the website redevelopment project.
 2. Peter to contact Christophe, thank him for his proposal but advise that the Committee has decided to take a different direction at this time.

6. **Correspondence**

Standard correspondence received copyright contact details as well as many seeking services of cartoonists.

7. **Reports**7.1 President's Report

Very little activity as Committee has been on hiatus.

7.2 Deputy President's Report

No Report Received.

7.3 Treasurer's Report – Operating Account, Term Deposit (when applicable) and State Petty Cash (when applicable)

All of Stanley and Exhibition expenses have been paid.

Operating Account is operating on Term Deposit money due to the Stanleys deficit.

The Stanleys 2010 venue has been selected and a deposit will be made shortly. Approximately \$4,000 and a bumper issue of Inkspot will see a higher than average expense to account for the additional print.

Membership Renewals are due out in April. So spending must cease until that income stream is activated.

MOTION: That the Treasurer's Report as annexed to these Minutes be Received and Accepted.

Moved: Rolf Heimann

Seconded: Gary Clark

CARRIED.

10/03

7.4 Membership Secretary's Report

There have been a few new memberships, both Associate and Full.

7.5 VP Western Australia

Had a delayed Christmas at Phil Fagen's new home which Phil has kindly offered a purpose built space to the ACA for possible recruiting workshops. Further discussions to take place. Mick will report back at a future point in time.

- 7.6 VP Victoria
On February 7th we met in Marysville at Bruno's sculpture garden (his sculptures could be called 3-dimensional cartoons), with sketchbooks, live cartooning by Geoff Hook, George Haddon and Matt Bisset-Johnson raised nearly \$500. This was directly paid to Bruno. Marysville was destroyed by fire one year ago.
Rolf left for Tasmania on 14th February, as Tasmania is part of the same chapter, and planned to meet with cartoonists there. Due to urgent eye-operation in Hobart, this did not happen.
We are planning to visit Creswick and Ballarat, where cartoon-related exhibitions are being organised (Lindsays and Spooner).
Later in the year we are inviting Margo Tasca to talk about Percy Leason. Margo has been researching Leason for some years and is writing a book about him.
We will also be active in organising events in connection with the Stanleys and have already contacted animation-related associations.
We continue to meet bi-monthly. Unless otherwise organised this will be in The Retreat in Abbotsford.
- 7.7 VP South Australia/NT
Very limited activity over the Christmas break. Back into coffee mornings and other activities.
- 7.8 VP New South Wales/ACT
In the process of developing a calendar for 2010.
- 7.9 VP Queensland
Gary reported that he will be hosting a bbq next month. It is envisaged that a bi-monthly newsletter will be sent to Queensland members.
- 7.10 Stanley Awards Sub Committee
7.10.1 2010 - Melbourne
Melbourne is the destination for 2010. Discussion around need for a Chairman.
ACTION: Jules to ask Jason Chatfield if he would like to Chair the Stanley Awards Sub Committee.
- 7.11 Hall of Fame Sub Committee
Mick reported that it is envisaged that a virtual board be developed soon and the HoF Sub Committee reconvene on or around 20th September 2010.
ACTION: Virtual Honour Board to be part of the website redevelopment project.

MOTION: That the Reports, with the exception of the Treasurer's Report, be accepted.
Moved: Peter Broelman
Seconded: Rolf Heimann
CARRIED.
10/04

8. General Business**8.1 Support of the Bunker Gallery (Jules Faber)**

Continue to develop relationship with Bunker Gallery. At their recent meeting they discussed the findings of a business review and how they can better improve. Upon analysis it was found they thought that the ACA did not provide sufficient support. It was noted that the Bunker sources the majority of their funding through their Committee. Discussion around support in terms of Stanleys 2008 in Coffs Harbour, the Cartooning Competition, in kind donation and communication.

ACTION: Jules to relay to the Bunker Committee the various support branches the ACA actually provides.

8.2 Introduction of Associations Incorporation Act (2009) and impact on ACA

It was noted that the NSW Government had made changes to the Associations Incorporation Act 1984. The changes in the form of the AIA 2009 are expected in early 2010.

ACTION:

1. A Constitution Review Team consisting of Judy Nadin, Paul Brennan, Jules Faber and Mick Horne to undertake this task with assistance from Kerry-Anne Brown.
2. Kerry-Anne to seek information from the Registry of Associations Incorporated for Mick.

8.3 Budgets

It was reported that a budget should be set for expenses.

ACTION: Grant and Kerry-Anne to develop a draft Budgets for review by email.

9. Motions Passed in the Absence of Meetings

MOTION: That Gary Clark be accepted by the ACA CoM to fill the casual vacancy of Queensland Vice President.

Moved: Peter Broelman

Seconded: Mick Horne

CARRIED

By Email: 18/11/09

VOTE: Steve/Grant/Jules/Mick/Broels
09/048

MOTION: That the Proposed Committee of Management Meeting Schedule 2010 (held on the second Monday of every second Month commencing Monday, 11th January 2010).

Moved: Steve Panozzo

Seconded: Grant Brown

CARRIED

By Email: 19/11/09

VOTE: Yes – Rolf/Steve/Simon/Peter/Jason
09/049

MOTION: That part proceeds from the Stanleys auction totaling \$500 be donated to the Royal Children's Hospital.
Moved: Peter Broelman
Seconded: Grant Brown
CARRIED
By Email: 20/11/09
VOTE: Yes - Grant/Simon/Mick/Rolf/Steve/Gary
09/050

MOTION: That in principle, Rydges Melbourne be selected as the venue for the 2010 Stanleys subject to a recommendation by the site inspection team (consisting of Rolf Heimann, George Haddon, Kerry-Anne Brown and Grant Brown).
Moved: Peter Broelman
Seconded: Rolf Heimann
Vote: 8 for (Jules/Jason/Mick/Peter/Simon/Grant/Rolf and Steve).
Against: 0
CARRIED.
By Email: 21/01/2010
10/01

MOTION: That the Motions Passed in the Absence of Meetings be Received and Adopted.
Moved: Peter Broelman
Seconded: Grant Brown
CARRIED.
10/05

10. **Next Meeting**
Second Thursday at 8pm in March and thereafter every two months.

11. **Meeting Close**
With there being no further Business, the Meeting was declared Adjourned at 8.57pm0.

Jules Faber
PRESIDENT

AUSTRALIAN CARTOONISTS' ASSOCIATION
Committee of Management Meeting
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Thursday, 28th January 2010

ID#	Date	Memo/Payee	Deposit	Withdrawal
Cheque Account:	1-0100	Operating Account		
Date of Bank Statement:	30/11/2009			
Reconciled Cheques				
SC311009	2/11/2009	Merchant Fee		\$201.49
SC311009	2/11/2009	Account Service Fee		\$12.35
0	3/11/2009	BOUNCED CREDIT CARD PAYMENT 03/11/09		\$250.00
0	4/11/2009	Worldwide Printing		\$1,695.00
90117882	4/11/2009	Worldwide Printing		\$635.00
90285972	4/11/2009	Sean Leahy - refund Stanleys Dinner Ticket in exchange for comp		\$135.00
99799885	4/11/2009	Xantrade - Table Decorations		\$97.90
92159601	6/11/2009	SCEC Sydney Conference and Exhibition Centre		\$5,000.00
92534062	7/11/2009	Sydney Princess Cruises		\$2,250.00
92848525	7/11/2009	SCEC Sydney Conference and Exhibition Centre		\$2,532.85
93408158	9/11/2009	Novotel Darling Harbour		\$5,000.00
93937675	10/11/2009	Novotel Darling Harbour		\$2,378.00
93937704	10/11/2009	ACA Credit Card Repayment		\$148.37
94669262	10/11/2009	Novotel Darling Harbour		\$540.00
0	13/11/2009	BOUNCED STANLEYS CONFERENCE		\$110.00
0	16/11/2009	Jules Faber Advancement (RECEIPTS not received as at 24/01/10)		\$200.00
99372158	17/11/2009	Tecnoprint		\$273.25
99372212	17/11/2009	Tecnoprint		\$1,525.00
99690286	17/11/2009	Keena Jordan and Associates		\$825.00
99717169	17/11/2009	Subway Pitt Street NSW		\$550.00
99717236	17/11/2009	SCEC Sydney Conference and Exhibition Centre		\$975.00
91482959	19/11/2009	SCEC Sydney Conference and Exhibition Centre		\$1,780.65
93709491	19/11/2009	Novotel Darling Harbour		\$1,339.30
SC251109	20/11/2009	Return Fee		\$2.50
0	22/11/2009	Novotel Darling Harbour		\$1,339.30
0	22/11/2009	Peter Broelman Reimbursement Overpaid on silent auction from own account		\$50.00
0	24/11/2009	Rolf Heimann Reimbursement - paper and framing		\$168.90
94621125	24/11/2009	Mick Horne Reimbursement - plaques		\$176.00
94621154	24/11/2009	Shane O'Neill Drummer		\$200.00

94621167	24/11/2009	Mr Balloons		\$277.00
0	27/11/2009	Novotel Darling Harbour		\$474.00
1455	27/11/2009	Department of Fair Trading		\$47.00
		Total:	\$0.00	\$31,188.86
Reconciled Deposits				
CR000983	27/10/2009	CHQ Payment; Robert Brodie Stanleys 2009	\$250.00	
IE311009	2/11/2009	Credit Interest	\$0.53	
CR001003	3/11/2009	CC Payment; Earl Budden Stanleys 2009	\$270.00	
CR001004	3/11/2009	CC Payment; Chris Barr Stanleys 2009	\$385.00	
CR001005	3/11/2009	CC Payment; Arates Novak Rosa Horton Stanleys 2009	\$220.00	
CR001006	3/11/2009	CC Payment; Lindsay LIFE Foyle Stanleys 2009	\$725.00	
CR001007	3/11/2009	CC Payment; Matthew Adams Stanleys 2009	\$270.00	
CR001008	3/11/2009	CC Payment; Russell NM Radcliffe Stanleys 2009	\$250.00	
CR001009	3/11/2009	DD Payment; Gary Clark Stanleys 2009	\$250.00	
CR001085	3/11/2009	CC Payment; Paul Brennan Stanleys 2009	\$410.00	
CR001011	4/11/2009	CHQ Payment; Michael Martin Membership 2009/10 - Thankyou! :-)	\$66.00	
CR001012	4/11/2009	CHQ Payment; David Schaefer Membership 09/10 - Thankyou! :-)	\$137.50	
CR001013	4/11/2009	CC Payment; Tim Mellish Stanleys 2009	\$135.00	
CR001020	4/11/2009	CC Payment; Peter McAdam Stanleys 2009	\$250.00	
CR001040	4/11/2009	DD Payment; Steve LIFE Panozzo Stanleys 2009	\$135.00	
CR001021	5/11/2009	CC Payment; Dee Texidor Stanleys 2009	\$250.00	
CR001022	5/11/2009	CC Payment; Michael Smetham Stanleys 2009	\$110.00	
CR001023	5/11/2009	CC Payment; Pat Campbell Stanleys 2009	\$270.00	
CR001024	5/11/2009	CC Payment; Peter De Haan NM Stanleys 2009	\$135.00	
CR001025	5/11/2009	CC Payment; Simon Kneebone Stanleys 2009	\$250.00	
CR001026	5/11/2009	CC Payment; Eric Lobbecke Stanleys 2009	\$540.00	
CR001027	6/11/2009	CC Payment; Peter Sheehan Stanleys 2009	\$270.00	
CR001028	6/11/2009	CC Payment; Rod Emmerson Stanleys 2009	\$135.00	
CR001029	6/11/2009	CC Payment; Tony Lopes Stanleys 2009	\$135.00	
CR001031	6/11/2009	DD Payment; Stanley Toohey Final Payment Membership 09/10 - Thankyou! :-)	\$87.00	
CR001032	6/11/2009	DD Payment; The Australian Newspaper Stanleys Sponsorship 2009	\$3,850.00	
CR001033	6/11/2009	CHQ Payment; Norman LIFE Hetherington Stanleys 2009	\$500.00	
CR001034	6/11/2009	CHQ Payment; Julie Ditrich NM Stanleys 2009	\$270.00	
CR001035	6/11/2009	CHQ Payment; John Spooner Stanleys 2009	\$490.00	
CR001036	6/11/2009	CHQ Payment; Robert Carter ACJ Stanleys 2009	\$110.00	
CR001037	6/11/2009	CHQ Payment; J & J Panozzo NM Stanleys 2009	\$540.00	
CR001030	9/11/2009	CC Payment; Pat Campbell Membership 09/10 - Thankyou! :-)	\$137.50	

CR001086	9/11/2009	dd Payment; David Armstrong Stanleys 09	\$135.00
CR001087	9/11/2009	CC Payment; Peter De Haan NM Stanleys Cruise	\$50.00
CR001041	10/11/2009	CC Payment; Alan Lambert NM Stanleys 2009	\$270.00
CR001042	10/11/2009	CC Payment; Peter NM Rigby Stanleys 2009	\$270.00
CR001043	10/11/2009	CC Payment; Matthew Eaton Stanleys 2009	\$270.00
CR001044	10/11/2009	CC Payment; Warren Steel Stanleys 2009	\$110.00
CR001045	10/11/2009	CHQ Payment; William Ryan Stanleys 2009	\$270.00
CR001046	10/11/2009	CHQ Payment; David Pope Stanleys 2009	\$380.00
CR001047	10/11/2009	CHQ Payment; Steve LIFE Panozzo Stanleys 2009	\$410.00
CR001048	10/11/2009	CHQ Payment; Paul Harvey Stanleys 2009	\$250.00
CR001049	10/11/2009	CHQ Payment; Reg Lynch Stanleys 2009	\$270.00
CR001088	10/11/2009	CC Payment; Margret Pfeifer Membership 09/10 - Thankyou! :-)	\$66.00
CR001090	11/11/2009	DD Payment; Rodney Millichamp Membership 09/10 - Thankyou! :-)	\$50.00
CR001089	12/11/2009	DD Payment; Gerald Peigneux Membership 09/10 - Thankyou! :-)	\$120.00
CR001091	12/11/2009	DD Payment; Justin Reid Membership 09/10 - Thankyou! :-)	\$66.00
CR001092	12/11/2009	DD Payment; Peter MacMullin Stanleys 2009	\$110.00
CR001093	12/11/2009	DD Payment; Lee Sheppard Membership 09/10 - Thankyou! :-)	\$137.50
CR001050	17/11/2009	CASH Payment; Christopher Essey Stanleys 2009 Conference	\$110.00
CR001051	17/11/2009	CC Payment; Adrian Maidment Membership 09/10 - Welcome back! :-)	\$66.00
CR001052	17/11/2009	DD Payment; Peter Broelman Auction Items	\$800.00
CR001053	19/11/2009	DD Payment; Mick LIFE Horne Auction Purchases	\$350.00
CR001054	19/11/2009	CASH Payment; Peter INACTIVE NM Russell Auction Purchase	\$100.00
CR001066	19/11/2009	DD Payment; Jason Chatfield Thursday Night Meal	\$20.00
CR001067	19/11/2009	DD Payment; Grant Brown Thursday/Wednesday/Cruise/Babysitting	\$220.00
CR001068	19/11/2009	DD Payment; Mick LIFE Horne Wednesday/Thursday night meal	\$40.00
CR001094	19/11/2009	Payment; Jules Faber Pizza	\$20.00
CR001095	19/11/2009	PETER SILENT AUCTION PURCHASE THAT NEVER WAS	\$50.00
CR001055	20/11/2009	CASH Payment; Peter NM Rigby Silent Auction Items	\$170.00
CR001056	20/11/2009	CASH Payment; John Farmer Silent Auction	\$340.00
CR001057	20/11/2009	CC Payment; David Sprod NM Stanleys 2009	\$160.00
CR001058	20/11/2009	CC Payment; Karol J Foyle Auction Items Stanleys 2009	\$230.00
CR001059	20/11/2009	CC Payment; Lindsay LIFE Foyle Stanleys Auction	\$200.00
CR001060	20/11/2009	CC Payment; Robert Cummins NM Stanleys Silent Auction	\$385.00
CR001061	20/11/2009	CC Payment; Peter NM Rigby Stanleys Auction	\$550.00
CR001062	20/11/2009	CC Payment; Pat Campbell Auction Purchase	\$250.00
CR001065	20/11/2009	DD Payment; David Heinrich Membership 09/10 - Thankyou! :-)	\$137.50
CR001084	25/11/2009	DD Payment; Brad Holmes Membership 09/10 - Thankyou! :-)	\$66.00

CR001097	25/11/2009	Novotel Darling Harbour reimb of overpayment	\$1,339.30	
CR001083	26/11/2009	DD Payment; Valerie Williams Membership 09/10 - Thankyou! :-)	\$66.00	
CR001082	27/11/2009	DD Payment; Roslyn Stutchbury Stanleys 2009	\$270.00	
CR001079	30/11/2009	DD Payment; Steven Awodeinde Stanleys and Membership 09/10 - Thankyou! :-)	\$247.50	
CR001080	30/11/2009	DD Payment; The Herald Sun Stanleys Sponsorship 2009 - Thankyou! :-)	\$5,500.00	
CR001081	30/11/2009	DD Payment; Mike Burke Membership 09/10 - Thankyou! :-)	\$137.50	
		Total:	\$26,892.83	\$0.00
Outstanding Deposits				
CR001038	6/11/2009	CHQ Payment; John Farmer Stanleys 2009	\$250.00	
CR001039	6/11/2009	CHQ Payment; Glen Le Lievre Stanleys 2009	\$380.00	
CR001063	23/11/2009	CC Payment; Mark Lynch Stanleys 2009	\$135.00	
CR001064	23/11/2009	CHQ Payment; Rolf Heimann LIFE Auction Purchase	\$800.00	
		Total:	\$1,565.00	\$0.00
Reconciliation				
			MYOB Balance on 30/11/2009:	\$29,793.04
			Add: Outstanding Cheques:	\$0.00
			Subtotal:	\$29,793.04
			Deduct: Outstanding Deposits:	\$1,565.00
			Expected Balance on Statement:	\$28,228.04

ID#	Date	Memo/Payee	Deposit	Withdrawal
Cheque Account:	1-0100	Operating Account		
Date of Bank Statement:	30/12/2009			
Reconciled Cheques				
90781228	1/12/2009	ACA Credit Card Repayment		\$118.00
90781244	1/12/2009	ACA Credit Card Repayment		\$236.64
90781270	1/12/2009	Australia Post		\$1,589.90
90781313	1/12/2009	Telstra		\$75.08
SC301209	1/12/2009	Bank Fees		\$14.45
94848588	15/12/2009	Jules Faber Reimbursement		\$99.56
3565724	17/12/2009	Central Victorian Office Supplies		\$887.17
3565744	17/12/2009	Telstra		\$76.88
3565773	17/12/2009	Australia Post		\$235.50
3565980	17/12/2009	Sydney Harbour Foreshore Authority		\$165.00
35665803	17/12/2009	ACA Credit Card Repayment (my conference)		\$111.96
0	20/12/2009	Rose - Steve Panozzo's Friend (paid her to perform Stanleys work for Steve)		\$202.00
GJ000003	21/12/2009	Judy Horacek's credit card number incorrect (bounced)		\$250.00
SC301209	30/12/2009	Merchant Fees for Stanley Credit Card Purchases		\$449.87
		Total:	\$0.00	\$4,512.01
Reconciled Deposits				
CR001038	6/11/2009	CHQ Payment; John Farmer Stanleys 2009	\$250.00	
CR001039	6/11/2009	CHQ Payment; Glen Le Lievre Stanleys 2009	\$380.00	
CR001063	23/11/2009	CC Payment; Mark Lynch Stanleys 2009	\$135.00	
CR001064	23/11/2009	CHQ Payment; Rolf Heimann LIFE Auction Purchase	\$800.00	
CR001078	1/12/2009	DD Payment; John Buttle NM Auction Purchase	\$125.00	
IE301209	1/12/2009	Bank Interest Income	\$0.80	
CR001077	3/12/2009	DD Payment; Phillip Judd Auction Purchase	\$260.00	
CR001076	8/12/2009	DD Payment; Phil Faigen Membership 09/10 Thankyou! :-)	\$66.00	
CR001075	10/12/2009	DD Payment; Robert Sherwin Part Payment Membership 09/10 - Thankyou! :-)	\$26.00	
CR001069	15/12/2009	CHQ Payment; John LIFE Thorby Stanleys 2009	\$270.00	
CR001070	15/12/2009	CHQ Payment; Peter Pollany Membership 08/09	\$66.00	
CR001071	15/12/2009	CHQ Payment; Cathy Wilcox Stanleys Auction Purchase	\$350.00	
CR001072	15/12/2009	CHQ Payment; Wayne Herbert Membership 09/10	\$66.00	
CR001073	15/12/2009	CHQ Payment; Vane LIFE Lindesay Stanleys Auction Purchase	\$300.00	
CR001098	15/12/2009	CHQ Ian Martin Membership 09/10 - Thankyou! and WELCOME! :-)	\$160.00	
CR001100	16/12/2009	CC Payment; Peter NM Rigby Stanleys 2009	\$270.00	

