



## 2020 Committee Meeting No 3 - Notes

Friday 6 September 2019

8am

Facilitator: Shel O'Toole

Join Zoom Meeting <https://zoom.us/j/506286395>

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**Attendees:** Shel O'Toole, Laurel Freeland, Anthea Ogilvie, Carolyn Vincent, Danielle Bolton

**Apologies:** Juliet Talarico

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**Purpose:** Organise and deliver an inspiring and invigorating conference that carries forward the essence of the AFN.

**Agenda:**

- Conference theme
- Additional Committee Members
- Bank Account
- Venue/Location

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## Discussion

### Theme

The Conference theme was discussed.

Laurel suggested we look at what is happening in the world and how facilitators can make it better. A theme around speaking up. How can we enhance social, environmental and economic equity for everyone.

It follows on a little from the world needs now and makes it a little more specific.

Shel said that it could be extended to "giving voice".

Another thing to look at is the diversity of occupations that use facilitation and to move beyond the right and wrong game.

Carolyn suggested Ubuntu which is a South African word that means "I am because you are" or I only exist because you exist.

Shel said we often forget the importance of interconnectedness.

We need a theme that is exciting but has a professional conference element that demonstrates people are going to learn something.

The group ran through the titles of the previous conferences.

The theme has been used in the past to frame how presenters focus their workshop EOI. Topics should always come back to the theme.

Danielle suggested we could use a document to throw down some ideas. We need to be careful not to be too caught up in word smithing and make sure the theme feels right.

We need to pin down what the purpose is – why do we have conferences and where are we heading? The last conference managed to meet multiple objectives and felt right to many of the attendees.

The group took 2 minutes of silence to each put a suggestion together. The suggestions were:

Laurel – the value of facilitation in a diverse world

Shel – Ubuntu, I am because you are – inspiring connection, collaboration and justice

Anthea – Speaking up and speaking out – facilitating in an interconnected world (Noted that she wanted to imply that you would be increasing your toolbox), &

Speaking across difference – facilitating in an interconnected world

Carolyn – Celebrating our interconnected (or just connectedness). Building a community of facilitators. &

The future of facilitation – a celebration of our interconnectedness

Danielle – Connections, voice and happiness – using facilitation for a better world

Shel noted that using the word celebration might be a warning word if people are trying to use the title to sell the conference to their employer – it could sound like a party.

It was agreed that Shel's title really encompassed what we are trying to do, Laurel suggested the addition of "in a diverse world", which means the theme would read:

Ubuntu, I am because you are – inspiring connection, collaboration and justice in a diverse world

The word justice may make the conference sound political. Anthea felt we didn't have enough connection to the word Ubuntu to use it.

I am because you are – inspiring connection, collaboration and diversity

We can't inspire diversity, so this is misleading. The word justice was discussed. It was suggested to use the word equity instead of justice.

I am because you are – inspiring connection, collaboration and equity in a diverse world

The word Ubuntu is an indigenous word is a good conversation starter and needs to come back to being used more. Laurel will check with a South African friend to check that using the word Ubuntu is culturally appropriate. We need to do a bit more research as there is a lot online about what it exactly means. We need to mind the diversity of the people who are there rather than look to other cultures as we need to be sure we don't misappropriate the meaning. Shel and Laurel agreed to

do some more research about the word and its meaning. It was agreed to put Ubuntu back in for now but in brackets.

It was agreed to go with the following as the 2020 working title:

(Ubuntu) I am because you are – inspiring connection, collaboration and equity in a diverse world

## **Marketing**

Shel will put an email out this afternoon updating. Danielle will get the minutes up on the website later today before Shel sends the email out. Would be good to refer to this. Shel will put a call out for additional people to join the committee as it would be good to have a few more hands to share the work. We may be able to target some people once our venue is confirmed.

## **Finance**

Danielle advised that the 2019 Committee met and discussed the financial outcome of the conference which made a surplus of \$1766. The surplus is now sitting in a Bendigo Bank account that also has \$3000 of initial seed funding from the AFN. The 2019 Committee have agreed to pass the account and the total amount of funds over to the 2020 Committee should they want this. It was agreed that this would be the easiest way to establish a bank account. Danielle will advise Rick Sommerford and Ed McKinley of the decision as holders of the AFN Funds.

Danielle advised that the account is a two to sign account which means that all payments must be approved by two people. All transactions are done electronically. In 2019, we had 3 signatories – Cathryn Lloyd, David Jago and Danielle. It is good to have 3 signatories in case someone isn't available to approve a payment. Danielle also advised that she abstains from any payments that are made to her company and those need to be done solely by the other two signatories.

It was agreed that Shel O'Toole and Laurel Freeland would be added as signatories on the account for 2020 and Danielle will remain as a signatory. Cathryn and David will be removed as signatories. Danielle will arrange the paperwork.

Following discussion below on Venue/Location, Laurel noted that we need to be mindful of price as many of the attendees that go to the conference are self funded. Danielle commented that we have a rule that if the committee attend 75% or more of the meetings, they will qualified for free conference registration this year. Laurel noted that sometimes people might not be able to attend the meetings but still put considerable effort in. This was agreed but it would somehow need to be measured as we need some way to justify potentially paying for one committee member and not another as sometimes people nominate for committee's but life happens and they can't contribute what they thought they could.

Danielle noted she will do a budget once we get a little further along with the venue quotes.

## **Venue/Location**

Danielle had circulated a spreadsheet for venue quotes. Included within the spreadsheet was a matrix that she developed using the criteria from the previous meeting. This will help allocate a number to each criteria depending on how well the venue meets it. This then gives us a number at the end to assist in evaluating the venue.

Danielle noted that she was surprised to see that the quote from Kingfisher bay (located on Fraser Island) has come in at such an economical price. The transfer fees from both the airport and the ferry over to the island are quite reasonable as is the accommodation. Carolyn noted that it might help increase the bonding of the group if we are all in the one place. The down side is that there is limited options for accommodation. There are a number of camp sites on Fraser but none where the resort is and people would need a 4WD to access them. Fraser Island has good connections to indigenous Australia.

Danielle has focused on a variety of quotes from South East Queensland and they are still coming in. If anyone has other quotes or even suggestions, send them through to Danielle for inclusion. She put down the dot points of the AFN requirements in the email with last meeting's notes.

It was agreed by all that this was a very productive meeting 😊

**Next meeting:**

**Date:** Friday 20 September 2019  
**Time:** 8am (Qld, Vic, NSW), 10am NZ, 6am WA  
**Facilitator:** Anthea

**Group rules**

It was agreed to have the following group rules:

- Have fun
- Stay connected
- No apologising
- Quorum of 3
- Have a generosity of spirit – allow each member their authenticity
- We trust in the wisdom of the group
- We hold the principles of the AFN
- Each meeting starts with a check in

**Task List**

Job	By Whom	By When
Email Ed & Rick about the intention of the bank account	Danielle	13/9/19
Arrange forms from Bendigo to update signatories	Danielle	13/9/19
Research the word Ubuntu including cultural appropriateness	Shel & Laurel	20/9/19

**Jobs List (ongoing tasks)**

Laurel	Manage briefing and debriefing for Pre/Post Conference workshops
Shel	Send monthly updates to the AFN List

**Parking lot**

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