



## 2020 Committee Meeting No 22 – Notes

Thursday 22 October 2020

9am (Qld) 10am(Vic/NSW), 12 Noon (NZ)

**Zoom URL:** <https://zoom.us/j/92973527428>  
02 8015 6011 or 03 7018 2005, Meeting ID: 92973527428

**Chair:** Laurel Freeland

**Attendees:** Ming Lee, Laurel Freeland, Shel O’Toole, Gillian Cochrane, Simone Maus, Kerry Gosling and Danielle Bolton

**Apologies:** Anthea Ogilvie

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**Purpose:** Organise and deliver an inspiring and invigorating online conference that carries forward the essence of the AFN and meets the needs of our current world.

### Agenda:

- Notes from the previous meeting
- Action items from previous meeting
- Closing
- Committee for 2021
- General Assembly
- Post Conference survey
- Administration and Registrations
- Finance

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## Discussion

### Notes from the previous meeting

The notes were noted.

### Actions from the previous meeting

The actions were discussed.

## **Closing ceremony**

It was agreed that Kerry did a great job on the Closing Ceremony run sheet.

There is a run through booked for 28 October.

Break out rooms with the jam boards – rather than what did we do well, it should be phrased – what could we have done differently.

Charlie made a comment that the opening song was “just alright” so perhaps we could ask him what is the best song. Laurel will check both Charlie’s availability along with his song suggestion.

The closing doesn’t need to be a reflective copy of the opening ceremony. Gilli questioned if there were too many things happening and she is just sitting with it at the moment.

It’s great that we have something to work with and we can work on it from here. Laurel went back to the purpose of the closing which is about completion, celebration and next steps. From what is to what if?

Simone liked that there is a lot of participant time. Simone questioned if Dale would be comfortable with doing the reflections. This should be from everyone, not just one elder. This might be more about a feedback from the general assembly. If that’s the case, Ross Allen might be better to discuss this. Is this needed – this can be removed? The closing ceremony is usually more of a spiritual time rather than process about outcomes from the general assembly.

We need to have the “sub committee” meet again to work through the closing. Gilli, Laurel, Simone and Ming will meet and invite Kerry and Carolyn. Simone will send a doodle poll to organise a meeting before the 28<sup>th</sup>. Gilli asked for the meeting times to include some options with the weekend.

Gilli made some changes to the google doc on the closing during the meeting.

Ming said that some of the poll questions could mirror the survey form. Ming is happy to structure the poll.

Offerings for Conference 2021 will be discussed along with an invitation to join the organising group. There has been a lot of pre work already done for the cancelled face to face conference that was due to be held in Brisbane. The venue that we had secured for Brisbane is no longer an option, so we are back to square one for venue.

Shel offered to give a song at the end of the ceremony.

## **General Assembly**

Laurel has met with the general assembly group.

We need to give a clear report on where we are on conference 2020. Danielle raised that its very short notice to be required to give such a report. Laurel suggested we give a general idea on where we are as the conference isn’t finished yet.

Shel offered to prepare a financial report based on the figures in these minutes for circulation at the meeting.

## Committee for 2021 AFN Conference

The general assembly will be asking what is happening for 2021 and this group need to advise their intentions at the meeting.

Shel has advised that she won't be joining the Conference Organising Group for 2021. Danielle advised that she won't be continuing with the AFN Conferences and this will be her last one.

Simone and Laurel also advised they won't be continuing. Gilli is uncertain as to what she will do. It can be difficult if it is a group of people who haven't done it before. Gilli said she could be a conduit but doesn't want to be an active member of the group. She can meet with the new group for the first few times as a hand over. Laurel said she would also be happy to be in a mentor role. Kerry is hoping she may be retired this time next year. Ming is unsure of where he will be next year and will just have to wait and see.

Laurel said we could communicate to the general assembly that we will collapse this committee at the end of this conference however some members will be happy to support in a mentoring role. Gilli said she is happy to talk to Carolyn and Anthea to confirm they agree with this decision.

## Post Conference Survey

There could be a question on the survey – would you like to join the committee? Suggestions were given to Danielle on the circulated questions. Danielle will revise and resend.

## Administration and Registrations

Total registrations - 112 total conference tickets                      14 individual sessions

Need to remind people about the google drive, the social events and the slack. Some of the idea and jam boards have been filled. This can be a paragraph before the recordings.

## Financial update

Item	Amount
Current bank account	\$10 227.71
Payments received for conference 2021 (included in bank account)	\$888.39
Payments waiting to come from Eventbrite	\$997.29
AFN avail Funds – total income less 2021 payments	\$10 336.61
Seed funding paid by AFN	\$5 000
Total funds taken in the Eventbrite system	\$9 380

Funds held for 2021 - Bob Dick \$511.34 and Shel O'Toole \$377.05.

This will allow the \$5k to be paid back to the AFN along with the funds held for 2021. Shel is happy to write a financial statement. Shel suggested that we look at an extra payment to Danielle for the huge amount of work.

Danielle will arrange refunds for Shel and Bob.

## Next meeting:

**Date:** Wednesday 28 October 2020  
**Time:** 9am (Qld) 10am(Vic/NSW), 12 noon(NZ)  
**Zoom:** <https://zoom.us/j/98994253109>  
02 8015 6011 or 03 7018 2005, Meeting ID: 98994253109  
**Facilitator:** Job is up for grabs

## Group rules

- Start meeting with a check in
- Stay connected
- Have fun
- Quorum of 3 members (Plus Event Manager)
- Have a generosity of spirit – allow each member their authenticity
- Trust in the wisdom of the group
- Uphold the principles of the AFN

## Team Culture

- Take responsibility for being a member of this group and communicate needs and intentions
- RSVP to meeting requests, turn up when you say you will and send an apology if you can't make it
- Ask for clarification if you don't know something AND speak up if you see something that needs attending to
- A quorum of three organising team members may make decisions in the absence of the whole team
- Go with it (If 3 members make a decision at a meeting) and respect the wisdom of the group to maintain momentum
- Ensure all group members know if an extraordinary meeting is called at short notice
- Allow time to think about contentious decisions

## Task List

Job	By Whom	By When
Check with Charlie re availability and song for conf closing	Laurel	28/10/20
Take forms to Bendigo bank when they arrive	Carolyn	
Send a doodle poll for a meeting to discuss the closing	Simone	22/10/20
Contact Carolyn and Anthea to confirm agreement around collapsing the COG	Gilli	22/10/20
Prepare a financial report for the General Assembly	Shel	23/10/20
Revise survey questions and recirculate	Danielle	27/10/20
Prepare refunds for Shel and Bob	Danielle	28/10/20

## Parking lot

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