



2020 Committee Meeting No 23 – Notes

Wednesday 28 October 2020

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

Zoom URL: <https://zoom.us/j/98994253109>
02 8015 6011 or 03 7018 2005, Meeting ID: 98 994 253 109

Chair: Gillian Cochrane

Attendees: Gillian Cochrane, Carolyn Vincent, Kerry Gosling, Shel O'Toole, Simone Maus, Ming Lee, Laurel Freeland, Danielle Bolton

Apologies: Anthea Ogilvie

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 Ceremony
- Post Conference survey
- Administration and Registrations
- Finance
- Post Conference catchup

Discussion

Notes from the previous meeting

Previous notes were noted.

Actions from the previous meeting

Carolyn advised she has handed the forms in to Bendigo however she was advised that no one has internet access to our account which isn't true. Carolyn will call them back to resolve.

Danielle has processed the refund for Shel however she is still waiting on details for Bob Dick's bank account details.

Closing ceremony

Gilli has spoken to Charlie who has suggested "Going home" by the Pigram Brothers as a song. Ming will merge the video with the audio that we are going to use.

The group did a run through of the opening ceremony.

Discussion was held over whether we could have some highlights of the video recordings. This is something we could do after the conference as it will take some time to make it interesting.

Ming asked if we can record and use licensed music. Danielle advised that we can't record the part that has music because it won't allow us to save the clip to youtube unless we have a copyright license. We'll use the music but just not record it.

Carolyn went through her Ubuntu presentation. We will share the candle view when Carolyn starts but there will be no spotlight on Carolyn. Gilli will send the video to Ming and he will share.

Shel suggested we move the personal reflections down so that people are left with the personal feelings rather than the business end. This means bringing the conference reflections up. This will also give Shel what she needs to do the conference song.

We need to share the figures for the conference as this gives the conference a frame of "what we did" and will probably surprise many of the attendees. Kerry is happy to share. Some of the basics are on the slide but she will comment on some of the extra data.

Shel asked for attendees to be able to share their feelings verbally after the mentimetre as sometimes it's not what people say but rather how they say it. It was agreed the mentimetre will go before Shel's song. Carolyn commented that this song and the process is a beautiful expression of Ubuntu. This is about giving people voice.

Kerry is going to speak to Rawiri Bhana to see if he will participate in the closing.

Discussion was held over whether we have new breakout groups or if we mix people. It will be good for us as a group to also attend the breakout sessions. In the end, it was agreed not to use the whiteboard but rather type into the Chat. Kerry will help Simone with this.

Post Conference Survey

A few comments were made on the survey which is now finalised to prepare for Friday.

Administration and Registrations

Conference summary

Total of 48 sessions

Comprising of 24 unique sessions

1 session that had 2 parts

5 sessions that were repeated (4 due to popular demand – one was just offered twice)

12 daily get togethers

3 weekly reflections

1 General Assembly, plus an opening and closing

All up – we had 73.5 hours of online offerings (compared to 24 for a 3 day conference – so more than 3 times)

If you attended everything... the cost was AUD\$1.36 per hour on a full ticket or AUD\$2.08 per session

112 full conference tickets sold

14 sessions sold – total of 13 attendees

Grand total of 125 attendees – and just out of curiosity, we had 80 for Brisbane last year – so that's 156% on last year's figures or an increase of 56%

We had attendees from:

- Australia
- New Zealand
- Singapore
- UK
- USA
- Barbados

The conference items of the shawl, basket and a bowl from the genie bottle were discussed. Shel will check with Dale to confirm she wants the Shawl returned and if so, get her address. Shel will send the other items to Andrew Rixon. Costs for postage will be reimbursed.

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.

The transfer for the \$5k back to AFN was approved. Danielle will arrange.

Post Conference Catchup

It was agreed to have a post conference meeting 2 weeks after the conference for a final debrief. Details below.

Next meeting:

Date: Thursday 12 November 2020
Time: 8.30am (Qld) 9.30am(Vic/NSW), 11.30am(NZ)
Zoom: <https://zoom.us/j/93672959126>
02 8015 6011 or 03 7018 2005, Meeting ID: 9367 295 9126

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
Call Bendigo Bank and get internet banking	Carolyn	28/10/20
Prepare refunds for Bob	Danielle	28/10/20
Send Ming the Candle video	Gilli	28/10/20
Speak to Dale and Andrew about forwarding the Conference items	Shel	11/11/20
Arrange \$5k payment back to the AFN	Danielle	28/10/20

Parking lot

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