

**Action List ~ arising from Meeting 01/2023 ~ as at 01-Sep-2023**

Minutes Item #	Comments/Action	by	Due date	Done date
4.03	Research re mandated use of Inc. on all manifestations. <b>ACTION:</b> as stated	JH	31-Mar-23	3-Mar-23
6.01	NSW MB & E Golf Club is an unincorporated entity and as such is represented by Club Captain Garry Gibson. These representations are temporary, subject to re-application of each club upon incorporation. <b>ACTION:</b> incorporation.	MB & E	ABR listing error remains as at	1-Sep-23
	MB Tasmania Golf Club is an unincorporated entity and as such is represented by Club Captain Neil Faulks. These representations are temporary, subject to re-application of each club upon incorporation. <b>ACTION:</b> incorporation.	Tas	at own convenience	
7.01	A comprehensive Responsibilities of Secretary of MBGA Inc memo, prepared and circulated by Newcastle MBA GC Treasurer Lynn Gray in October last for team review/feedback was tabled by President Peter, and re-circulated by direct email to the table. <b>ACTION:</b> candidate and team review/feedback.	JH		17-Mar-23
		GC	31-Mar-23	
		N'cle		24-Mar-23
		MB&E	31-Mar-23	
		QLD	31-Mar-23	
		SA	31-Mar-23	
		TAS		19-Mar-23
	VIC	31-Mar-23		
7.02	Letter of appointment to be prepared, subject to acceptance of Terms of Engagement <b>ACTION:</b> as stated (dependent upon Item. 7.01)	P di P	31-Mar-23	
8.03	At this stage, Tasmania reports conducting a poll amongst their members, recommending but requesting agreement to sharing email addresses. Newcastle reports that whilst the committee members are comfortable with the concept, they also feel obligated to poll their members.	TAS	31-Mar-23	
		N'cle		23-Mar-23
8.04	Notice explaining the motives expressed above favouring the collation and utilization of this database, <b>ACTION:</b> transmission to the members' Secretaries & Captains to relay to the respective club members.	JH	31-Mar-23	
9.01	Gold Coast apologized for delay in invoice payment. <b>ACTION:</b> prompt payment upon availability of cheque book.	GCMBGC	ASAP	
10.02	It was therefore proposed that Jon empower additional competent members as auxiliary administrators. <b>ACTION:</b> formulate succession plan.	JH	31-Mar-23	29-Mar-23
11.01	Peter Ewen questioned (a) comment (poor email response) as a generalization for which there was no evidence. JH apologized & took the question on notice. <b>ACTION:</b> explanation/response to question.			
	<i>REPORT: The emails "poorly responded to" referred to by JH at the meeting requested that the Secretary's desk be copied in on the proposed mass e-mail-out(s). See copies attached:</i>  <i>...."Should you adopt this advice, it is requested that you include this desk <a href="mailto:Secretary.MBGolFAU@gmail.com">Secretary.MBGolFAU@gmail.com</a> in the mail out to your members...."</i>	JH	31-Mar-23	31-Mar-23
	Either individual club mail-outs did NOT occur, or the mail-out failed to include a monitoring copy to the Secretary's desk, thereby justifying the "poor email response" observation.			
11.02	<b>ACTION:</b> all correspondence emanating from the MBGA Inc. desk be addressed to the member clubs' Secretaries and Captains and not include sundry others	JH	going forward	going forward
13.01	A NOTICE + Draft AGENDAs will be distributed to allow pre-consideration of the issues therein, team committee consultation and preparation of any timely response...and opportunity for requests for additional agenda issues, but only within the specified timeframes. <b>ACTION:</b> Be prepared to review and respond to DRAFT AGENDAs in a timely manner.	All clubs	going forward	going forward
14.03	It was determined that each club should seek an independent quote from a broker of their choice, for comparison with this initial estimate. <b>ACTION:</b> seek quote...  <i>Feedback: SA &amp; Vic ... SA is happy to consider this proposal. We won't be seeking an alternative quote. Cheers, Peter, for MBA of SA GC.</i>  <i>... Vic is happy to accept the decision from MBAG on suitable selection ..... Generally, if MBAG feel the quote they have is appropriate, Vic is happy to join the status quo. Cheers, Wayne Berger. Secretary, MBAV Golf</i>	GC		
		N'cle		13-Mar-23
		MB&E		
		QLD		
		SA	31-Mar-23	17-Mar-23
		TAS		14-Apr-23
		VIC		28-Mar-23
	The Secretary will furnish each club with the brief provided to MGA. <b>ACTION:</b> email...	JH	asap	3-Mar-23
14.04	Discussion: This is an opportunity to relieve the financial burden on Hornibrook hosts for separate insurance for their event. An adjustment to the MBGA Inc. Annual Fee may well spread this annual cost more equitably across the organisation, whilst eliminating potential duplication: <b>ACTION:</b> consider and prepare member club response, settle at next meeting.	All clubs	B4 next meeting, approx. Jun	
15.01	It may well be that the location of the TROPHY be monitored to ensure compliance with any INSURANCE requirements. <b>ACTION:</b> enquiry with insurer, inform stakeholders	P di P	31-Mar-23	
	One suggestion was display in secure premises such as the incumbent holder's Master Builders parent organisation. <b>ACTION:</b> Consult parent MBA, consider and prepare club response, settle at next meeting.	All clubs	B4 next meeting, approx. Jun	
15.02	There was discussion about a perceived disparity in the valuation of the trophy, by a factor as much as 10 times. A fresh valuation, at today's replacement value, was proposed. <b>ACTION:</b> Secretary to obtain, will perhaps delegate to the current possessors ?.	GC MBA Golf Club	B4 next meeting, approx. Jun	
16.01	GC MB GC is currently in possession of the scoreboard. Will send on when a destination address is provided. <b>ACTION:</b> determine and advise recipient address.	MBAV Golf Club	ASAP	ASAP
	Paul Pridham confirmed GC MB GC had considered electronic scoring for their last event and found it to be reasonably cost effective, perhaps \$1k. <b>ACTION:</b> Forward details to the Secretary for membership club distribution.	PP	31-Mar-23	9-Mar-23
16.02	There was no discussion about the replacement value of the scoreboard, should it be lost or destroyed. <b>ACTION:</b> agenda item, next meeting.	JH	B4 next meeting	
17.02	Neil Faulks confirmed the last badge order was made in Tasmania, and in the interests of consistency, would look into a repeat order. <b>ACTION:</b> as stated	NF	B4 next meeting	28-Aug-23
18.02	Tournament Results tabled, Financials and photographs deferred (PP). <b>ACTION:</b> expedite deferred documents/pix	Financials		25-Feb-23
		Photographs	31-Mar-23	
21 c)	A letter of acknowledgement of support and sponsorship to Denita Wawn CEO, MBAus was discussed, as appropriately coming from President Peter Di Prinzio. <b>ACTION:</b> as stated	P di P	31-Mar-23	6-Mar-23
21 f)	Hornibrook Medallions' supply is exhausted. To simplify, and reduce cost of production, it was suggested new medals be struck BLANK, with details engraved locally. Richard Lees undertook to investigate. <b>ACTION:</b> as stated	RL	B4 next meeting, approx. Jun	19-Mar-23
	<i>REPORT: Sufficient supply found for use at 2023 event. Moving beyond that, SET-UP costs approximate \$450, with a minimum production run of 100 @ ≈ \$60 = \$6.5k. for 12 successive tournaments. Should there be a general acceptance of the idea from STATES for the future, more accurate costs for the MBAG's ongoing investment will be distributed to the States/Regions and orders made accordingly.</i>	Richard Lees; Wayne Berger		