

Administrative Meeting Minutes

MEETING:	Monthly Administrative Meeting
ATTENDEES:	4 April 2008, 19hr, 195 Bondi Road (rear Avoca Ln) – Bondi MS SR JL LM RG SM CR ND MQ AS AM
APOLOGIES:	PC
WRITER:	MQ

ACTION	New Items Items from previous minutes	WHO	DUE	STATUS		
060600.4	<p>Treasury</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>04.04.2008 Apr Initial Balance: \$5,112.41 Inflow: \$ 1,605 Outflow: \$ 790.00 Final Balance: \$ 5,927.41 (Included new premises fund of \$1,236 and Speaker fund of \$1,000.)</p> </td> <td style="width: 50%; vertical-align: top;"> <p>07.03.2008 Mar Initial Balance: \$3,669.01 Inflow: \$ 2,243.40 Outflow: \$ 800.00 Final Balance: \$ 5,112.41 (Included new premises fund of \$1,236 Speaker funds of \$1,000). The bookshop funds are not included as they are in a separate account. Today they are approximately \$1,200. AS will bring details of the expenses by account to be documented in this section.</p> </td> </tr> </table>	<p>04.04.2008 Apr Initial Balance: \$5,112.41 Inflow: \$ 1,605 Outflow: \$ 790.00 Final Balance: \$ 5,927.41 (Included new premises fund of \$1,236 and Speaker fund of \$1,000.)</p>	<p>07.03.2008 Mar Initial Balance: \$3,669.01 Inflow: \$ 2,243.40 Outflow: \$ 800.00 Final Balance: \$ 5,112.41 (Included new premises fund of \$1,236 Speaker funds of \$1,000). The bookshop funds are not included as they are in a separate account. Today they are approximately \$1,200. AS will bring details of the expenses by account to be documented in this section.</p>	AS	Ongoing	Open
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070306.2	<p>SoL Statute Update</p> <p>04.04.2008 On hold indefinitely.</p> <p>07.03.2008 On hold indefinitely.</p> <p>07.12.2007 On hold indefinitely.</p>	MS	04/04/2008 07/03/2008 07/12/2007 02/11/2007 05/10/2007	On Hold		
051206.1	<p>II Regional Meeting - Melbourne</p> <p>04.04.2008 The meeting happened in Canberra in Feb/08 and MS will give details of the meeting next meeting. AS will bring the</p>	MS SR TB	04/04/2008 07/03/2008 07/12/2007 02/11/2007	Open		

	<p>minutes next meeting.</p> <p>07.03.08 Meeting happened in Canberra in the last February. MS will provide further details of the meeting next meeting.</p> <p>07.12.2007 MS will review it.</p>			
051206.3	<p>New location for SoL to rent</p> <p>04.04.2008 SR says we need to receive \$2,000/month in donations to embark in the new premises rent.</p> <p>07.03.08 LM reported that regular meetings are happening once a month at Thursday's. Also it was displayed all the campaign material including flyer, poster and payment slip.</p> <p>07.12.2007 The group will continue the research over the holiday period and will meet early next year to carry on with this project.</p>	SR	04/04/2008 07/03/2008 07/12/2007 02/11/2007 05/10/2007 07/08/2007 06/07/2007 08/06/2007 09/03/2006	Open
180507.1	<p>Contact next Spiritist Speaker</p> <p>04.04.2008 PC has spoken to Sergio Thiesen. He will possibly come in 2009.</p> <p>07.03.08 PC has already spoken with Sergio Thiesen. Now PC is waiting for his answer.</p> <p>07.12.2007 PC has spoken to Mr Sergio Thiesen who offered to come next year (2008). All welcomed this news, given the fact we were looking for a speaker. But Mr Thiesen has asked us for financial support. As the group agreed to provide \$1000 to Mr Richard Simonetti in order to pass this amount into Mr Thiesen's bank account. However, we will seek approval from the rest of the group in order to raise this offer.</p>	PC MS	04/04/2008 07/03/2008 07/12/2007 02/11/2007 05/10/2007 07/08/2007 06/07/2007 08/06/2007	Open
051007.1	<p>Bookshop control</p> <p>04.04.2008 This task was taken over by LM. LM will record the bookshop in a separate account and will bring the value of the stock and cash available.</p> <p>07.03.08 It's expected that by the next meeting LM will have taken over the bookshop.</p> <p>07.12.2007 In progress.</p>	LM SR MJ	Ongoing	Open
071207.1	<p>Day's Coordinator.</p> <p>04.04.2008 AC will prepare a diagram containing all names and roles in the SoL. MS and PC will support her. In progress.</p> <p>07.03.08 AC will prepare a diagram containing all names and roles related to SoL. MS and PC will assist her.</p> <p>07.12.2007 It was discussed that the main task of the Day's coordinator must make all members and workers aware about his/her role in order to solve the daily issues brought to the his/her attention. These issues might include library maintenance, interview, passes, etc.</p>	MS	04/04/2008 07/03/2008 07/12/2007	Open
060308.1	<p>Alianca's Visit.</p> <p>04.04.2008 Alianca will arrive for work in Sydney on 2/May and will depart on 6/May. This item will be kept open till next meeting the 2nd of May.</p> <p>07.03.08 Alianca will arrive for work in Sydney on 2/May/08 and depart</p>	PC	04/04/2008 07/03/2008	Open

	on 6/May/08.			
060308.2	<p>Gospel Talks. 04.04.2008 This item has been closed. 07.03.08 Presenters MUST use the Gospel as the start of the talk. Refer to the Chapter/message even read a quote of the Gospel so to give a reference to the audience.</p>	PC	04/04/2008 07/03/2008	Closed
060308.3	<p>Business Card. 04.04.2008 This item will be kept open. 07.03.08 AS will donate a new printing of the SoL's business cards having as a template the former card. It will update the details of activities days and add email. AS will download the SoL's picture from the SoL's website.</p>	PC	04/04/2008 07/03/2008	Open
040408.1	<p>Minutes online. 04.04.2008 MQ proposed to have the minutes published on the SoL's website. MQ will liaise with MJ for this.</p>	MQ	04/04/2008	Open

Next Meeting:

02/May/2008 19h00 195 Bondi Road (at rear Avoca Ln.) – Bondi – Sydney