



The Australian Rangeland Society

Council meeting No. 219 – 22 September 2011

MINUTES

4pm Queensland Time by Teleconference

1. **Present:** John Taylor, Carolyn Ireland, Larissa Lauder, Graeme Tupper, Peter Marin
Apologies: Ben Forsyth, Kate Masters.
2. **Minutes of previous meeting** Out of Session Council Meeting 218, 11 August 2011 by teleconference. Moved: John, Seconded: Carolyn, Carried
3. **Business arising from the minutes:**
 - Publications Committee to submit a concise Policy and Guidelines and Schedule of fees for Advertising in ARS Publications to Council for approval. Given the conditions of agreement with CSIRO publishing John is having a discussion with Chris Anderson about this and other matters on Friday week.
 - Website requirements: John T to talk to Geoff Axford re Rangeland Alliance links for our website. John has sent an email to Geoff Axford but has had no response. Abandon this approach and talk to organisations directly. John will email them directly.
 - Changing articles to reflect: Timeframe for calling meetings (currently 6 weeks) and advertising meetings on the website or by email. Proposal to change articles has been circulated by Carolyn. Need to make an application to ASIC to change the articles. AGM first and then application to ASIC. Peter to find out how this works. Present as an agenda item next May. John recorded his appreciation too Carolyn for initiating these changes.
 - Proposal from CSIRO to list a paper by Gary Bastin in an Institutional Repository. Carolyn reminded Ken by email – no response. Carolyn to send one more reminder.
 - Sponsorship of Stipa Conference and other sponsorship opportunities. John and Larissa to write a short paper. Larissa and John have done some background work.
 - Resignation of Ken Hodgkinson as Chair of Publications Committee in Dec 2012. Decision needs to be made on how and when to advertise the position. John will have a conversation with Ken and see what the protocols are. Need to give John Milne time to establish, however we could announce the position at the Rangeland Journal presentations in November.
 - Total Grazing Meeting, Ben to send information to Larissa. Remove from agenda.
 - Current financial position. Peter still to provide a consolidated list of abnormal items for publication in RMN.
 - ARS Bookkeeper position. Don Heylen has been engaged for the equivalent of the Honorarium. Decision to give him a complementary Ex-officio ARS Membership was ratified by Council. Moved: Peter, Seconded: Graeme, Carried.
 - Survey of Membership Fees and Strategy for Cash Reserves: John and Larissa have compiled a draft survey which is being circulated to members. John to incorporate changes and send to members for comments. Anonymous or named or optional?

Should we have a prize? Also need a cut-off date with reminder on the Website and by email. Hard copy to go with Invoices for next year's subs.

- Advertisements for the above survey. All Members of Council to suggest potential sources in their respective States. Council cannot see the point in advertising we are doing a survey. But it is good to have a data base of publications. Send name of Publication, editor, email, dates and rates to Carolyn who will compile a data base.
- Kununurra Conference (standing item on agenda) –
 - Minutes of Organising Committee 28 July 2011
 - Minutes of Organising Committee 1 September 2011
 - Larissa was not at the last meeting of the Organising Committee. She tabled an email from Ray Bird regarding the software program to be used for payment and registration. Ray reported that "Meeting Masters is a Licensed Operator of the latest version of EventPro systems - Australia's most advanced and specialised conference and event management software program. This interactive program provides us with a comprehensive management package to enable us to deliver outstanding conference co-ordination with the backup required, comprising tools such as –
 - All in one data management system - powerful database to register and monitor all people connected with the event.
 - Management of registration, functions, workshops, travel, accommodation, exhibitions and speakers abstract submissions
 - E-Commerce - financially processing of cash, cheques and credit cards, and production of invoices, receipts, audit trails and reconciliation reports
 - Budgeting and Accounting - full expenditure tracking with a detailed budgeting component and production of financial statements.
 - Goods and Services Tax is calculated in compliance with Australian Taxation Office requirements.
 - On-line registration, paper submission and database connectivity
 - Create and update fully interactive on-line registration formsMeeting Masters uses this technology to ensure it delivers secure, up to date information relating to delegates, their registration information and payments. In respect to receipt of delegate registration fees, we can accept both Visa and MasterCard, however Amex cards are not accepted and we understand that the PayPal system is not compatible with EventPro. During the past ten years we have not experienced any problems with security or difficulty by users in handling the system".
Graeme to talk to Larissa about previous problems with membership fees and discounts for the conference to ensure that these can be avoided.
 - Comments from Carolyn (Meeting with Don Burnside on Monday 19 Sept in Perth).
 - Don is pleased with the way things are going and particularly with the professionalism of the PCO Ray Bird.
 - Program is well underway and the first flyer has been prepared. Awaiting input from Alec Holm and it will be ready for distribution.
 - Seeking a Keynote speaker for the Northern Cattle Industry Section and will approach Mick Keough from the Australian Farm Institute.
 - Four tours are planned and organisers have been asked to have them ready early in the New Year.
 - A draft brochure has been prepared for Sponsorship. The Organising Committee will target some of the large mining companies as major sponsors.
 - I emphasised the need for a budget soon. Sandra van Vreeswyk is looking after finances and Don will speak to her.

- Organising Committee is looking at arrangements for registering on-line and will be talking to Russel Grant shortly.
- I agreed to send Don an electronic copy of the Charters Towers Report for their information.
- Approval of letterhead. Larissa to suggest changes to Don Burnside.
- Signatories for Conference Account to be changed by Peter. Peter to send Carolyn an email when this is done.
- Letter sent to Brendan Grylls inviting him to open the Conference
- Letter sent to Eric Lumsden inviting him to speak at Conference

4. General Business:

4a. Membership – Graeme Tupper:

Membership is 277 active members and 101 Institutional members through CSIRO. No responses yet from trade displays at overseas conferences in early 2011 but John is confident that we will get some.

4b. Finance – John reported for Peter Marin:

In terms of the current financial situation we have a total of about \$235,000 across the three bank accounts. Major expenses: we have started to pay the PCO and Noelene's Honorarium for the past three years.

4c. Publications Committee

Ken is organising a tour (Canberra, Alice Springs, Charters Towers and Perth) to introduce John Milne as the new Editor-in-Chief. These will include The Rangeland Journal presentations – Andrew Ash and Mark Stafford Smith to present. John will get an update from Ken and send around to Council.

5. New Business:

Request from Larissa for Council to assist with attendance at a Governance Course. Larissa declared a conflict of interest and stood aside from the discussion.

Peter Marin sent an email with the following remarks. "From my perspective I would look at how beneficial it would be for Larissa to have this training in regards to her role as a Council Member. I know Our Community and am familiar with the course so have no problem from that perspective. I guess the question I ask myself is, would it be beneficial for Council to have someone who has done this training or do we think we have enough experience in terms of the mix of the people who are already on Council. For me this is also about professional development. Larissa could benefit significantly from this – it may improve her confidence etc, and she could be a real leader for the society into the future and the rangeland region. The only concern is the setting of a precedent, and then other council members putting in claims for training into the future".

John was a bit a bit wary about appearing to favour a Council Member however he said Peter had made some good points. Graeme had not had much chance to think about it, and was not strongly supportive citing the cost of around \$1800.

John asked Larissa to prepare a case over the next week and present to Council out of session. Council agreed to support this approach.

6. Correspondence:

INCOMING

9/08/2011	Email	Dun and Bradstreet	Seeking Company information from the ARS
10/08/2011	Email	John Milne	Signed acceptance of position of TRJ Editor-in-Chief

30-Aug-11	Email	Jenny Barker	Information re costs and deadlines for publicity in "Across the Outback"
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OUTGOING

29-Jul-11	Email	Ken Hodgkinson	Reminder about Institutional Repository Permissions
01-Aug-11	Email	Ken Hodgkinson	Decision about Editor-in-Chief of TRJ and 2 new Associate Editors
10-Aug-11	Letter/email	John Milne	Offering him the position of Editor-in-Chief of TRJ
08-Sep-11	Letter	Hon. Brendan Grylls	Invitation to open Kununurra Conference
13-Sep-11	Letter	Eric Lumsden	Invitation to address the Kununurra Conference

7. Next meeting –

A short Out of Session Meeting may be called next week to consider the Survey and the Proposal from Larissa.

The next regular meeting of Council will be held by teleconference on Thursday 8 December 2011 at 4 pm Queensland Time. Carolyn to send an email to remind members to put this date in their diaries.

Meeting closed at 5.30 pm, Queensland time.