

**RCFG Agenda**  
**7.30pm January 30<sup>th</sup> 2019**  
**Rokeby Hall**

Meeting opened: 7:35pm

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**PREVIOUS MEETING MINUTES CONFIRMATION**

Acceptance of minutes from last meeting. Minutes located on RCFG website  
<http://www.rcfg.org.au/archive.html>.

Motion: That the minutes of the meeting held on December 13<sup>th</sup> 2018 be accepted.

Moved: Shane

Seconded: Keith

**REPORTS**

**Correspondence**

Inwards: Landcare magazine

Outwards: Run related

**Financial**

**Expenses**

Athletics Victoria \$550

25% deposit for run medallions (Enviromio) \$342

Total expenses \$892

**Deposits**

Book sales \$40

Register now (payment for running entry) \$3585

Total deposits \$3625

Closing balance \$5857.07

Motion: That financial report be accepted.

Moved: Jeff

Seconded: Shane

**Events:**

- **119 paying people so far registered**

**Rokeby Twilight Trail Run (March 2<sup>nd</sup>) – Damien/Matt Veenstra/Carolyn**

- Event overview/progress update:
  - Course maps & start/finish line layout – these have been completed, SES to come and assist on the day.
  - Discussion re markers for signage – laminating arrows if needed to mark track – to be attached with course marking tape, Carolyn could do printing/laminating at Shire if needed. Run previous week – Matt may be able to access signs from a run the previous week.
  - Parks Vic Permit status & Risk Assessment
  - Traffic management plan – traffic management plan prepared by Tyson from shire presented at the meeting, traffic management company to complete traffic management which will cost approximately \$800 – shire will cover this cost.
  - Medals – ordered and deposit paid.
  - Insurance – Athletics Victoria
  - First aid – Community First Aid – shire will cover this cost, SES also available to assist.
  - Food – Damien to contact Kate re this to see where we are up to, food for volunteers – shire can cover cost.

- Budget – potential for community grant category for next year – apply for running of cost potentially next year then the idea would be to make event sustainable on it's own.
- Volunteers – register or names to Damien
- To-Do list – jobs allocated
- Communication will include suggested versus mandatory gear – snake bandage, head torch strongly recommended.
- Bibs – each entry will have a bib with number on it, emergency contact numbers, logos.
- Bio cups – to be purchased
- 3:30pm setup for first aid/volunteers
- Vegetation clearing needed prior to run around the bridge – shire to complete this work.
- Phone register to be organised
- Mark course on the Saturday of the run

Payment to be made as below:

- Parks Vic payment: up to \$150
- Bibs: up to \$250
- Balance of medals: \$1026.40
- Cups: up to \$50
- Hall hire: \$50
- Sundries: up to \$200
- Donations: up to \$300

Moved for above payments to be made: Nicki  
Second: Roslyn

- Community member concerned about dumping of rubbish and contacted the shire regarding concerns – could there be a map for people to be able to determine which land rubbish has been dumped on so can contact the most appropriate person eg Parks/shire etc. Carolyn to look at what shire already has.

**Projects:**

**1. Crossover Bridge Restoration (Bridge Committee)**

- Progress update – to be covered at next meeting

**2. Pilgrim creek track**

- Gating of Lavinia street to prevent vehicular access – to be covered at next meeting

**GENERAL BUSINESS**

**Next meeting: 18<sup>th</sup> April 2019, Crossover Hall**

**Items/Notes for next agenda:**

**Future meetings:**

**21<sup>st</sup> March – Crossover**

**20th June - Neerim South hotel 7:00pm (dinner + meeting)**

**15th Aug - Crossover Hall 7:30pm**

**17th Oct - Rokeby Hall 7:30pm**

**12th December - Neerim South hotel 7:00pm (dinner + meeting)**

Meeting closed: 9:25pm