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Newsletter Editor – Patricia Clunes

NEWSLETTER 31 January 2024



BIRTHDAYS: Glenda (14/2); Cecil (23/2) Olga (27/2)

FROM THE PRESIDENT'S PEN - JANUARY 2024

Hello Caboolture Zontians and welcome to a brand-new year.

Already, 2024 is shaping up to be a busy year for us all. The Events Committee has already secured Bunnings BBQs until May. Well done team.

We have the Area 1 meeting scheduled for 16 March at Beaudesert and our Annual International Women's Day on Friday 8 March at Kallangur and a BBQ on the 9 March.

Of course, we have the Zonta International Convention late June in Brisbane. I know that quite a few of you have already registered. It will be a wonderful event to attend and if not staying in Brisbane we can travel together by train.

Thank you to all of you who attended our Annual Planning Day last Sunday, with special thanks to Kathy Sweeney who opened her real estate office, while we invaded her kitchen, moved furniture, plants etc.

We will ratify our Budget at Wednesday night's Dinner Meeting.

I was browsing through our District 22 website and found that there is a wonderful article on Child Marriage written by Stephen Page Provan in October 2023 and submitted by the Zonta Club of Brisbane, November 2023. It is a really interesting study and I urge you all to read it.

The only down side to our busy year, is that we have quite a few members who are travelling and will be away for some time, including myself (5 weeks February/March)

I am hopeful that we can still fulfil our plans and objects for the year.

THE SHED:

The final papers have been signed, but we are still waiting to hear when we will receive the keys. There is a little hiccup as we will be sharing power with our co-tenant, still to be sorted.

Finally, a get-well message for Annette. We all hope that your arm is mending well, and that Phil is taking good care of you.

Sue Droughton
President



MEMBERSHIP REPORT JANUARY 2024

President Badge

It was decided at the Planning Day that we will continue to present the incoming President with a new badge. If the President has been a previous President, they will use their previous badge.

Induction of Meleitta Lowrey

Meleitta Lowrey will be inducted into our club on 31 January 2024 at our dinner meeting. We look forward to working with Meleitta as a new member of our club.

Orientation of newer members

A date will be set with newer members for an Orientation Day in February if possible. Membership committee to arrange a date.

Budget 2023-2024

The budget for the Membership committee for 2023-2024 has been agreed to at our Planning Day on 21 January.

Transfer Mitra Khakbaz

I have forwarded the transfer documents for Mitra to become a member of the Zonta Club of Gladstone. I am waiting for a reply from the President or Membership Chair of Gladstone.

Yellow Roses

We now have two types of yellow roses. It has been decided to use the bud roses for the new members and the full roses for our guest speakers. We have 13 bud roses and 8 full roses in stock.

Club Dress Shirts

We are still undecided about our club dress shirts. The Membership Committee was asked to come up with something re club dress shirts.

Fellowship Morning Tea

The Membership Committee will arrange the first fellowship morning tea at Café 63 on February 6th at 10.00am. If you are able to attend could you meet us there. Looking forward to seeing you all.

Membership Committee Chair

Pam Berkett



SERVICE COMMITTEE REPORT

The Service Committee held the first meeting on the 9 January 2024 at my home in Beachmere. All members of the Committee were present with an apology from Patricia Clunes.

The main focus of the meeting was to plan and budget for Planning Day.

There were several changes to our projects, mainly due to budget restraints. The Committee decided to pack 800 Birthing Kits this year rather than the 1600 we did last year. Pam Termont-Schenk is to investigate a co-packing day with Sister Veronica from The Abbey.

We have budgeted \$3000.00 for any Domestic Violence housing emergency, rather than allocate to a specific organisation.

This year we have included Buddy Bags to receive \$350.00 in Christmas Gift Cards in lieu of us not being involved with The Haven.

At Planning Day all other projects were adopted, with final ratification at our next Dinner Meeting (in January)

Sue Droughton
Service Chairman



EVENTS COMMITTEE

January 2024

IWD - Colour Scheme - orange and black. Black Gift Bags need to be used and we have a wad of orange tissue paper.

- Cost \$65.00. Karen McN and Patricia to meet with Jenna after the January Dinner Meeting to discuss menu, serviettes and audio
- Centre Pieces - lanterns with fairy lights and autumn leaves inside sitting on a disk
- Guest Speaker - Dr Erica Mealy (USC Moreton Bay Campus Petrie)
- Gifts for bag include pen, wine, soap and cloth
- Raffle Prizes to the value of at least \$30 required. Prizes are generally anything you would like to win.
- Sue has indicated that she will approach Dracaena Farm Nursery for plants
- Patricia to approach driving schools for a 'voucher' for a free driving lesson to put in the students' bags (**maybe** 4 lucky students will receive a free lesson).
- Ali King has been contacted re the High Tea at Parliament House. Annette has a crocheted rug that we can use and Glenda has a painting that she will also donate. These will be used for Lucky Door or raffle prizes.
- MC for the day is Kathy and Karen will liaise with her

BBQS - Confirmed 04 February and 09 March and to be confirmed [April 21/4](#) and [May 19/5](#)

- Thanks to everyone who has offered to help on our days.

MYSTERY BUS TOUR - 18 February

- Leaves Morayfield at 8am and returns at approx. 6pm.
- Morning tea to be supplied by us (tea/coffee/milk/sugar biscuits or slice) KBL will supply URN.
- Cost for Bus is \$1419.00 for 48 seats. \$45.00 is the cost pp.
- Lunch is either BYO or can be purchased on the day.
- Raffle tickets required - 3 for \$5.00. 3 prizes (wine and something else); trivia type quizzes (2 - prizes will be \$5.00 scratchy for each pair so probably \$20 total.
- Guess the lollies in the jar - prize is the jar of lollies.

FASHION PARADE 6 September 2024

- Annette to coordinate with Sharon and Moreton Bay City Council to book both.
- Need approx. 20/30 raffle prizes for this date.

GIFT WRAPPING

- While the allocation of our Gift Wrapping Station mightn't have been ideal we didn't do too badly in funds raised.

- This year was the most difficult for finding people who wanted to wrap, commit and then turn up for their shift.

Patricia Clunes
Events Chairman

ADVOCACY REPORT

January 2024

The Advocacy Committee met to plan and budget for 2024.

- The Gym project from 2023 would be put on hold in 2024 due to Lawrence's other commitments. Instead the budget from the Gym project would be used to market May DV awareness month using a paid social media campaign.
- A new Advocacy event was proposed to reach women in the community. The main aim being to help women build awareness and knowledge of community services which support women and their wellbeing in the Moreton Bay Region. Proposed time of the event is just before the 16 Days of Activism. Details will be provided as the Advocacy team develop the project. Grants will be sought to fund the cost of hiring a hall for a day as suggested by Carol who spoke to Terry Young re the event after the meeting.
- A billboard will be sought to advertise DV awareness electronically or fixed. The billboard will be selected for a high traffic area in the local district. Targeting women and DV awareness.
- In the next couple of months managing centres of local shopping centres and toilet blocks will be contacted to display toilet signs raising awareness of DV and emergency contacts. Signs will be covered in Perspex before being installed.

Susan Lepper & Lynda Galway
Advocacy Co-Chairman

CONSTITUTION & BYLAWS REPORT

January 2024

The Draft Constitution with necessary changes from Zonta International was approved by the Zonta Club of Caboolture at the September Dinner Meeting 2023.

In this Draft, reference was made to the Internal Grievance Policy and Procedures in the Constitution, and the Constitution Committee started to develop this policy for our Club towards the end of 2023 and the beginning of 2024. At this stage, it was intended that the full set of procedures would not be included in the actual Constitution, instead just reference to it. *This would overcome the problem of having to change the constitution if there are any future changes in the procedures.*

Final editing of the Constitution (checking page numbers in index, noting of financial year details for our Club, the red-typed changes in draft to become normal black-typed version) needed to be made before submitting to OFT for registration. This follow-up work was not completed until January.

At the January Board Meeting, Cecil spoke to the Board members about an early draft of the set of grievance procedures, based on the model of the Office of Fair Trading. She obtained suggestions about the terminology used by OFT, and the name of the policy. Further suggestions were made to make the procedures simpler. However, because of a possibility of a name change to the Policy and Procedures, the President has suggested that the club-approved constitution (but not registered) be held back until the matter of grievance procedures is settled.

The Constitution Committee will be considering these changes and a draft will be submitted to everyone for comment and to suggest any further changes. A committee meeting on 7 February has now been arranged for this purpose.

NOTE:

This matter is now urgent as after further contact with Office of Fair Trading by Cecil just last week, OFT has now emphasized that the procedures in full must be contained in the Constitution, not just make reference to it. (Refer to paper 'Getting ready for the July 2024 Changes', where I've highlighted in red, this requirement.) Cecil will send a copy of this paper to all members before the January Dinner meeting.

Implications

- Delays in sending Constitution for registration
- Ten days before a general meeting is required to notify members of a Resolution (Motion) to change the constitution
- This can be arranged for the February Dinner Meeting, but now the Constitution Committee has about 16 days in February to *complete* draft procedures, not just make a name change, and choosing to develop 'a compliant version'.
- OFT can take up to 6 weeks to approve registration.
- It may be possible that Registration by OFT could be approved in mid-April, a couple of weeks before AGM, but this is not certain.

Further, the Nominating Committee realizes there is an additional implication for 'terms of office' with delays past the April AGM.

Cecil Nielson, Chairman Constitution/Bylaws Committee.

GETTING READY FOR THE JULY 2024 CHANGES

Changes to how you resolve internal grievances and disclose remuneration to your members in your incorporated association will begin on 1 July 2024.

You should understand how they'll affect your organisation and what you need to do to get ready.

Dispute resolution procedures

Your incorporated associations will need to follow the grievance procedures in the model rules or adopt another compliant procedure into your constitution.

This will give associations a formal process to handle internal conflicts and help parties resolve them before they incur legal costs.

While the grievance procedure won't become part of the model rules until 1 July, you can [preview them](#) to see if you would like to use them or adopt your own.

If you don't have a grievance procedure

If you wish to follow the model rules' grievance procedure, you won't need to make any changes to your constitution—the model rules procedure will automatically apply.

If you wish to follow a custom grievance procedure, you will need to adopt it into your constitution.

If you already have a grievance procedure

If you already have a compliant grievance procedure in your constitution, you can continue to follow it. You will not need to make any changes to your constitution.

If your grievance procedure does not comply

If you have a grievance procedure in your rules that will not comply with the upcoming changes, it will be invalid and you will need to follow the model rules grievance procedure.

If you wish to follow your own grievance procedure, you will need to adopt a compliant version into your constitution.

Learn more about [rules for associations](#) and how to change them.

How to create a compliant grievance procedure

When creating your own grievance procedure, it must comply with [section 47A of the Associations Incorporation Act 1981](#), which means it needs to:

- allow a member to appoint any person to act on their behalf
- give each party an opportunity to be heard
- allow unbiased mediation if the dispute cannot initially be resolved
- ensure a decision-maker is unbiased if the grievance procedure allows a person to decide the outcome of the dispute.

If a grievance is not resolved

Sometimes grievances cannot be resolved within an association. This may be because the parties can't reach an agreement, or it may be that one or both parties would not follow the grievance procedure.

In this case, either party may apply to the Supreme Court to make a decision on the dispute.

The Office of Fair Trading (OFT) **cannot** settle disputes between associations and their members—only the Supreme Court can interfere with the running of an incorporated association.

Remuneration disclosure

From 1 July 2024, **all incorporated associations** will need to disclose remuneration and other benefits at their annual general meeting (AGM), even if the amount to report is zero. This applies to benefits and remuneration given to management committee members, senior staff and their relatives.

Remuneration and benefits may be disclosed as the total value given to all persons, but must include the number of people who benefited. This requirement will provide greater transparency and accountability within associations and enable members to assess if remuneration and benefits paid to key individuals were an appropriate use of the association's resources.

Incorporated associations registered with the Australian Charities and Not-for-profits Commission who are exempt from submitting annual financial reports to OFT **are not exempt from this requirement**.

How to disclose remuneration and benefits

Your association must disclose remuneration and other benefits at its AGM in either:

- a document required by the Act to be presented at your AGM (e.g. your financial statements or the information you provide to the ACNC)
- a written remuneration statement for the financial year.

If your association did not provide remuneration or other benefits, you can state this verbally, but it must be recorded in the AGM minutes.

For more information:

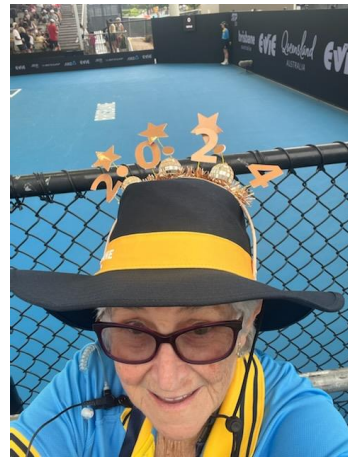
- read [section 8 of the Associations Incorporation and Other Legislation Amendment Regulation 2023](#)
- learn about other [changes to incorporated association law](#).

Last updated: 15 December 2023

MEMBERS OUT AND ABOUT DEC-JAN



Steve and Pam (husband and wife) gift wrapping.



Patricia volunteering at the Brisbane International for the umpteenth year. (PS obviously I can't do selfies)



Lyn delivering breast pillows to the Care Nurses

DATE CLAIMERS:

MYSTERY BUS TRIP: 18 February. Please consider taking up a seat or two on the bus. Raffles, quizzes, games etc along the way. We need to supply tea/coffe/sugar/milk. KBL will supply the urn.

EVENTS MEETING: 02 March at Glenda's home to pack gift bags and any last-minute issues for the lunch on 8 March.

INTERNATIONAL WOMEN'S DAY LUNCH: Friday 8 March Emails have been sent to everyone who attended last year. Let's hope for the same numbers as last year. Raffle prizes still required.

BREAST CUSHION STUFFING DAY: 18 May 2024. At Sue's home - Villa 55/194 Bishop Road Beachmere. BYO small plates to share Morning Tea & Lunch.

BUNNINGS BBQs in 2024 - Sunday 04 February, Saturday 09 March; (April 21/4 and May 19/5 TBC)

ZONTA INTERNATIONAL CONVENTION Brisbane 28 - 30 June 2024.

Members should try to attend as it is very rare for the Convention to be held "Down Under" thereby saving us Airfares and accommodation as we can travel in and out each day by train or carpool.