



**AUSTRALIAN LOCAL
GOVERNMENT WOMEN'S
ASSOCIATION
QUEENSLAND BRANCH**

supporting and encouraging those involved or interested in Local Government

MANAGEMENT COMMITTEE MEETING AGENDA

FRIDAY, 22 MAY 2020

NOTICE IS HEREBY GIVEN OF A MEETING OF THE AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION (QUEENSLAND BRANCH) TO BE HELD VIA VIRTUAL MEETING COMMENCING AT 8.00 AM ON FRIDAY, 22 MAY 2020

Members will receive a calendar invitation from Sam Hall to join a Microsoft Teams meeting.

MEETING CHARTER

Agenda Integrity

All items on the agenda are to be discussed in the meeting for which they are scheduled. Items not on the agenda are not to be discussed or, if relevant, may be raised in general business if time permits.

It is important that members respect the position of the chairperson and support each other in the discussion.

Importance of Agenda Items

Some agendas items are of more importance than others and should be scheduled at the beginning of the agenda allowing appropriate time to discuss these items.

If members wish to have an item included on the agenda, then this item should be given to the Chairperson 2 weeks prior to the meetings for inclusion on the agenda.

The agenda should be distributed to members to allow adequate time for review.

Actions from Meetings

Members are requested to ensure that all actions assigned to them from a meeting are completed and reported back to the next meeting.



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1. ATTENDANCE

Ms Judy Peters, Mrs Sam Hall, Ms Pierina Dalle Cort, Ms Karen Murray, Mrs Nikki Te Wano, Ms Jilinda Lee, Cr Jan Clifford, Cr Jo McNally and Cr Daphne McDonald, Mrs Anne Glasheen

2. APOLOGIES

3. CONFIRMATION OF MINUTES

Minutes of the Executive Meeting held 24 January 2020 (Attachment 1)

4. BUSINESS ARISING FROM THE MINUTES

5. TREASURER'S REPORT - PIERINA DALLE CORT

5.1. FINANCIAL STATEMENTS

Attached in background papers is the Treasurer's Report for the period 6 January to 15 May 2020

5.2. FLYING MINUTE – PAYMENT OF NATIONAL AFFILIATION FEES

That the Treasurer be authorised to pay the National Affiliation Fee to the National Board being for the 208-2019 financial year in the amount of \$1,032.

6. ZONE REPRESENTATIVE REPORTS

6.1. Zone 1 -Jilinda Lee

6.2. Zone 2 - Jan Clifford

6.3. Zone 3 - Jo McNally

6.4. Zone 4 - Daphne McDonald

7. MEMBERSHIP

Discussion on providing free membership for 2020-2021 financial year to assist members manage the impacts of COVIC-19.

8. BUSINESS PLAN OPTIONS

9. 2020 STATE CONFERENCE – COVID-19 CONSIDERATIONS

10. GENERAL BUSINESS

11. MEETING DATES FOR 2020



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Attachments



MINUTES OF THE MANAGEMENT COMMITTEE MEETING OF THE AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION QUEENSLAND BRANCH HELD IN BRISBANE ON FRIDAY, 24 JANUARY 2020 COMMENCING AT 12.58 PM

Meeting commenced 12.58 pm

1. ATTENDANCE

Cr Judy Peters (Chairperson), Mrs Sam Hall, Ms Pierina Dalle Cort, Ms Karen Murray, Ms Jilinda Lee, Cr Jan Clifford, Cr Jo McNally, Cr Daphne McDonald

2. APOLOGIES

Mrs Nikki Te Wano and Cr Anne Glasheen

3. CONFIRMATION OF THE MINUTES

Motion: *That the minutes of the Extraordinary Meeting held on 28 May and 29 August 2018 be adopted.*

Moved: Cr Jan Clifford

Seconded: Ms Jilinda Lee

Carried

4. BUSINESS ARISING FROM THE MINUTES

Discussion took place on how often the Management Committee met and the need to have more regular meetings to ensure that actions are regularly discussed and followed up. Options for holding meetings could include such platforms like Zoom which is a web conferencing app or teleconferences.

It was recognised that Jilinda has been proactively engaging and connecting with Zone 1, however, more work needs to be done on the purpose and benefits of ALGWA which would become the basis for future engagement.

5. TREASURER'S UPDATE

5.1. FINANCIAL STATEMENTS

Motion: That the financial statements be noted.

Moved: Ms Pierina Dalle Cort

Seconded: Cr Jan Clifford

Carried

5.2. FLYING MINUTE - PAYMENT OF AUDIT OF FINANCIAL STATEMENTS

5.3. FLYING MINUTE - PAYMENT OF VARIOUS ACCOUNTS IN RELATION TO THE LEADERSHIP FORUM AND PURCHASE OF LAPTOP

5.4. FLYING MINUTE - PAYMENT OF TRAVEL AND ACCOMMODATION FOR JAN CLIFFORD TO ATTEND NATIONAL MEETING

5.5. FLYING MINUTE - PAYMENT OF TABLESKIRTS FOR AGLWA EVENTS



5.6. FLYING MINUTE - PAYMENT SPEAKERS FOR LGAQ BREAKFAST EVENT

5.7. FLYING MINUTE - RENEWAL OF TERM DEPOSIT FOR ALGWA

5.8. PAYMENT OF MISCELLANEOUS EXPENSES

- Motion:**
1. That the Flying Minutes Items 5.2 to 5.7 as detailed in the agenda be endorsed.
 2. That the following expenses be approved for payment:
 - (a) Cr Jo McNally being for travel costs (mileage and parking) to attend the meeting – \$
 - (b) Ms Pierina Dalle Cort being for airfares and travel costs - \$
 - (c) Cr Judy Peters
 - (c) Ms Jilinda Lee being for airfares - \$
 - (d) Ms Karen Murray being for travel costs – mileage and parking - \$

Moved: Ms Pierina Dalle Cort

Seconded: Cr Jan Clifford

Carried

6. PRESENTATION BY JILINDA LEE – LEAN IN QUEENSLAND

Ms Jilinda Lee provided a presentation about Lean In Global and provided a brochure to members. It was started in 2013 by Cheryl Sandberg. Cheryl wrote a book titled Lean In. The vision behind Lean In is about encouraging, enabling and supporting women to be at the leadership table. Data shows that those ASX companies that have women in leadership have a better economy etc.

Lean In Global is Jilinda's passion and she has recently been appointed as the Regional Leader for Lean In Queensland. Lean In is about equality, abolishing inequality and promoting women to step up into leadership roles. Australia has slipped to from 39th to 44th in the 2020 Global Gender Gap report that was recently released.

Discussion on the Lean In Circles took place. They are about mentoring in small groups – intimate peer mentoring. Jilinda advised that she had met with government agencies in relation to Lean In and that it would be launched in Queensland Women's Week.

Lean In Circles are about facilitating group coaching, leaning from others and building great relationships. Circles usually consist of 8-12 people. There will be 3 areas which they will focus on:

- Community circles (come from any direction and can be part of the circle)
- Corporate circles (paid content and more structured – Jilinda's role is to mentor a person who will facilitate the circle and provide online support and training)
- Campus circles – universities



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Lean In Global will be reviewing the Queensland arm and hoping to establish branches in New South Wales and Victoria. There is also an opportunity to partner with local governments, LGAQ, the Queensland State Government and the Office for Women. The Australian Gender Equality and Gender Workshop Equality Agency are also partnering with Lean In Global.

7. WORKSHOP WITH GREG MEEK

The workshop with Greg Meek was held prior to the meeting. Actions and outcomes have been distributed separately.

8. GENERAL BUSINESS

8.1. National ALGWA Conference

ACTION: Cr Jan Clifford to follow up with the ALGWA National Board about the possibility of Queensland hosting the next National Conference in Mackay.

9. NEXT MEETING

Teleconference in the 1st – 2nd week of April 2020

Face-to-Face meeting – 22 May 2020

Teleconference – June 2020

Conference & AGM – around 31 July 2020

10. CLOSE

Meeting closed 2.10 pm

Confirmed at the Executive Meeting held XXX 2020

Signed _____

