



## Minutes

Management Committee Meeting

Sunday, 25 July 2021 @ 8:30am

1. Open Meeting: 8.34AM

2. Attendance: Gayle Harrison, Ralph Brown, John Staib, Tryg Helander and Fran McFadzen (minutes)

2.a. Apologies: Kate Puleo, Richard Bassett

3. Confirmation of Minutes: Moved without amendment by Ralph, seconded John Staib. AIF

#### 4. Business arising from the Minutes:

John raised the issue of the post box being inaccessible for the bulk of PSQ business required snail mail. Discussion of where the principle location of mail needs to be sent. John asked for his address as Treasurer: 4 Lakeside Court Beaudesert, 4085. Ralph agreed that if alternative mail address was required, we could use his home address temporarily: Unit 298, 98 Alexandra Parade Alexandra Headland 4572. TASK: Fran to take the PO Box at Gympie down from the website, and replace addresses as above. Fran to also replace Ralph's name with Gordons on the Committee webpage as the JE Chair.

Tryg reminded us that he offered to do the Secretary role a couple of years ago. We thanked him for his generous offer, and agreed he should take on the position. He asked which of his other roles he should resign from to take this on. Hahaha! Just kidding, Tryg.

#### 5. Correspondence:

• Inwards Received & Outwards Endorsed:

Ralph had a blast from Cheryl Murphy for awards for SEQ. The certificates had been generated by Gayle, sent to Sue for printing. Given to Ralph, for delivery to Richard. Richard doesn't have the missing ones. TASK: Gayle to reprint the missing certificate/s and send them on to Cheryl.

#### 6. Business arising from Correspondence:

Nil

#### 7. Presidents Report: Provided by email and attached herein

Committee discussed the Online Convention planned for next month, and it was agreed that no on line event will be held this year.

26 August: Ralph making special trip to Brisbane for presentation of trophies and certificates for QCG from SEQ. Ralph requested reimbursement of fuel. Moved John, seconded Fran. AIF.

Following issues with distribution of certificates this year, it was decided that when the SEQ Registration is set up next year, that mail addresses be required at that time so that the organizing club does not have to try to find where certificates should be sent after the event.

Ken Dixon (responsible for IT set up SEQ this year) has agreed to help with SEQ for 2022. Gold Coast is doing it next year. Ralph asked Tryg to be the liaison officer for the SEQ next year. Tryg said he is happy to do that and to meet with the club and take his IT guy along as well as Ken Dixon.

#### 8. Treasurers Report at 30 June:

Income:	4,593 Club Affiliation fees
Outgoing	776
Balance:	31,413
Payments:	3,327 ProRisk Insurance Premium
	127.50 Aspley refund for over calculation of fees

Bank account requires a third person for online banking. Gayle agreed to do this. TASK: John/Gayle to make whatever arrangements they need to make to action this.

Discussion of whether insurance provided by PSQ covers events where people who are not members of an affiliated club can be covered. It was agreed that if a Club or PSQ event is advertised, social media or website, then if the club records the members and non-members attendance, they should be covered. TASK: Fran to make a form for Clubs to use to make it easier for them to keep the record of the event.

John reported that most of the 54 clubs have renewed their affiliation and that he is following up the last half a dozen.

Discussion of the emails not reaching the Clubs was raised. Ralph said it is because google has black listed our website. It throws up an "This website is Unsafe" flag when accessed.

TASK: As Toowoomba Club does not have this issue, Tryg offered to talk to his IT guy to see what has to be done to make the website safe.

(Meanwhile Fran has checked on line after the meeting. It needs an encrypted connection. Ie. It needs to begin with https//: and not just www. Currently, our website is hosted by Synergy Wholesale. If we move the website to a different host, the address will probably have to be changed. Psq.org is available (ie. Without the .au at the end. It will cost \$3.15 per month, which is around the same as the current cost.)

TASK: Fran to contact Synergy and ask them if they can up grade us to https//: or not.

#### 9. Judges Executive Report:

Gordon is in hospital having joint replacement: Ralph reported that Damian Wall USJ has had judging reports sent in from a couple of clubs. To be discussed at the next JE Meeting.

10. **Web Admin Report:** Attached below. Fran asked if we should let clubs know that we have Zoom and that they could use it by contacting Fran with times and dates. TASK: Fran will contact small clubs with the information since a lot of large clubs have bought their own subscription. Moved Fran, seconded Gayle

#### 11. General Business:

##### a. **Publishing of theft of images story.**

Tryg suggested it go into Flashes. Try has sent the article to everyone already. To send it to Gayle again.

##### b. **Should we let all affiliated clubs know that they can use the PSQ zoom for club events and meetings?**

Agreed as per 10. above

##### c. **Help or replacement of secretary role.**

Gayle suggested we contact Gabby again as she did such a good job the last time she was thrown in the deep end. TASK: Ralph to contact Kate to thank her for her work, and to let her know we will look for someone to replace her. TASK: Ralph to contact Gabby to see if she is available. TASK: Committee to identify other possible Secretaries in case Gabby falls through.

12. **New Business** Nil.

13. **Next Meeting:** 200.PM 29 August 2021

14. **Meeting Closed:** 9.28AM

## President's Report July 2021

We had planned to take a trip south to meet up with family for a week in mid-July but due to COVID lockdown we were unwilling to take the risk crossing into NSW and Vic. We decided instead to visit Hervey Bay which coincided with the Hervey Bay Club meeting, so we were able to spend some time with their members. They had a special night with Darren Leal talking about his travel photography.

During the month of August, I'm scheduled to visit to Stanthorpe and Goondiwindi to do a couple of workshops both Stanthorpe and Goondiwindi clubs and a judging for Stanthorpe. On the way through on the Saturday, we plan to meet up with Tryg and any members of the Toowoomba club that can make it. I thought it would be a good opportunity to meet with anybody who is available.

I have been canvassing a number of clubs regarding the PSQ Convention for 2022. I spoke to Deborah at Caboolture. She took the proposal to the committee, but she has written back to decline. She said the club didn't think there was enough time to do all the planning required which I can fully understand.

I've also spoken to Vince Caesar at BCG regarding the 2022 PSQ Convention and sent him some details. Thank to Fran for sending through some papers from the Convention in Yeppoon. I have passed them on to Vince and he is going to talk to his committee about it. My thoughts are that the time is getting short, so we really need to do something to get that moving.

I also talked to Vince about Street Scene and mentioned that all their activities will need to come under the BCG club banner. Attendees will need to be recorded at the event including the clubs their club membership. Non-club members are not covered and need to sign a waiver at the event. Street Scene exhibition application for grant will have to be lodged by BCG to a maximum of \$500.00 Vince understood that and had already cleared it with Elayne.

I had planned to visit QCG on 22 July to present the SEQ Shield, medallions, and award certificates to the club but due to COVID, this has been postponed to 26 Aug.

I have had some unhappy entrants complaining that their certificates have gone missing. Cheryl Murphy contacted me that they are yet to receive theirs. I have followed up with Richard Bassett to find out where they are. They were passed to him to get to Cheryl and John.

I have also spoken to Greg McMillan at the Gold Coast club regarding SEQ 2022. He is stepping down as President at the next AGM moving to central Victoria but said he would chat to the incoming president about getting things started. I mentioned they need to start planning for the SEQ of 2022 so advertising can go out ASAP. I also mentioned to him that it would be the club's responsibility of printing the certificates and medallions engraved and sent out as soon as possible after the competition. I don't want to see a repeat of the delays we have getting awards to award winners of the SEQ for this year.

Some of you may be aware of the health issues of Gordon Bentzen, the president of Bribie Island Club. I have spoken to the secretary and passed on our best wishes from the committee for full and speedy recovery. I am judging there in person on Monday 26 July and will ask after him and provide an update.

Change of authorised signatories has been lodged with Westpac Bank so John should now be able to conduct all banking on behalf of PSQ. I will leave it to him to provide the details.

## Web Administration Report June-July 2021

### 25 June

- Email bounce back from Gerard Saide. Phone Gerard to find out if he has issues or we have issues. Email not in his spam folder. Send a single email to test. It is received. Ask Gerard to check his spam filters and if necessary to white list email from @psq.org.au. Ask about his home phone number listed on the website being disconnected. Confirmed by Gerard. Remove home phone number from Judges Citation. Send Gerard Zoom Link to Judges Forum because he has had no notification or emails about it. Also emailed the Flashes Newsletter – the email which triggered the bounce back.
- Email bounce back from Ralph's home email address. Emailed request for info (with the Newsletter)
- Email bounce back from Robert Cullen home email address. Phone Robert. Has not received Flashes Newsletter or Invitations and information about the Judges Forum. Email Robert both of those and ask him to try whitelisting @psq.org.au
- Email bounce back from [Suzimax2010@outlook.com](mailto:Suzimax2010@outlook.com). No idea who that is. Scroll through 50 judges to find her/him. It's Max Walters!!! Phone – no one there. Send email!!! Requesting action. Send invitation to Judges Forum, just in case it works when sent singly.

- Email bounce back from Ruth Harris. She is in the inactive or retired Judges. Send single email with the Judges Forum Invitation. Email bounceback again. Phoned. It rang but no answer. Has she died? Anyone know her?
- Email bounce back from Henry Molla. Phoned. The line is disconnected. Anyone know Henry? Lives in Innisfail.
- Send ZOOM LINK to [judges@psq.org.au](mailto:judges@psq.org.au) for Judges Forum.

### 27 June

- After discussion at the committee meeting, move Henry Moller to the Inactive Judges webpage.
- Update By Laws with additions to the SEQ section about allocation of Medals and Acceptances, and distribution of awards. Revise line spacing and tab, and add PSQ Logo to the mast head. Post to website.
- Email small PSQ Logo to Committee for inclusion on official PSQ emails.
- Send another email to committee with changes to the By Laws about appointment of a host club, and allocation of fees and provision of PSQ Medals at cost.
- Move recordings of the JE, Warren and Tryg, into One Drive. Having trouble getting the links to One Drive so that I can post them on the website to make them accessible.

### 29 June

- Contact Jen Fawkes about training for PSQ Judges. Her email reply reported to Ralph. Courses for Judges may be available directly when she returns from holidays in September.

### 1 July

- Add Graham, Victoria and Dan to the JE committee webpage.
- Replace Insurance and Affiliation form on the website to one which uses macros that calculate (previously only worked on PC, now works with Mac.)
- Update documents in JE part of the Dropbox
- Send link to JE to Graham, and link to the JE Newsletters on the website.

### 5 July

- Update headings on every page of website: big job, requiring reconfiguration of PSQ Logo.
- Send John all of the email addresses in clubs@psq
- Check that the email address for Wynnum-Bayside is on the clubs@psq email group. It is.
- Update website access info for Judges Forum. Videos need to be downloaded from Dropbox. I won't be using that file storage again. Same thing with OneDrive. Whole video will not play unless it is downloaded. Thanks to Tina Dial for giving me the tip.
- Email QCQ Street Photography Exhibition info to clubs@psq on request of QCQ President, Harvey Kramer

### 07 July

- Book and start a Zoom session for Masters Apprentices
- Book and start three sessions for Gladstone Camera Club: Two in June, one in July
- Send Richard a copy of the document "Event Liaison Job Description".

### 08 July

- Change to form: Club Feedback to Judges. I could have sworn that I did it already. I was asked by the JE to request Clubs to return feedback forms to the JE as well as the Judge after Judging.

### 12 July

- Print out Cheryl Eagers PQSA Certificate, purchase two large envelopes to post it to Ben for Signature. Ben to post it back to Cheryl to follow up John Blessas signature as the certificate was dated 19-02-17

### 23 July

- Make a correction to Caboolture website address. Email Caboolture Secretary that it is done.
- Change postal address for Creative Shots Mackay. Email President that it is done.
- Book two Club Meeting Sessions for Gladstone CC.
- Book one B-Grade member session for Rockhampton PC.

**Agenda item: should we let clubs know that they can use the PSQ Zoom?**