

WA Mining Club Committee Strategic Workshop

Held on Thursday 18th January 2024 at Hyatt Regency Perth

Attendees: Natalie Taylor (NT) Dani Tamati (DT)
 Felicity Jones (FJ) Jordan Pedley (JP)
 Hanns Ramcharit (HR) Rob Humphryson (RH)
 Barry Upton (BU) Tim Taylor (TT)
 Cassandra Brennan (CB) Claire Clarke (CC)
 Joshua Brennan (JB)

<p>Introduction / Purpose</p>	<p>President NT:</p> <p>Vision for today is looking at 2024, 5- 10 year vision.</p> <p>‘Club of choice’ for the future</p> <p>Looking at costs increases over time, new projects</p> <p>CB:</p> <p>Strategy session – information needs to be in much earlier for us to run them in the future</p> <p>Whiteboards - Blue – Discussion points, Red – Decision / agree on</p> <p>Minutes/actions out in 7 days!</p> <p>Questions/comments until the end of the presentation – discussion at the end.</p> <p>Cass will keep us to time – to get us through</p> <p>Purpose: (from 2023 Strategy Workshop)</p> <p>‘Our purpose is to create value for members through events, information and networking opportunities in the resources sector. We promote the industry and actively support future generations.’</p> <p>Role: (from 2023 Strategy Workshop)</p> <p>Promotor, Non-political (not-lobby), Supporter, Influencer, Educator, Facilitator</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ Stakeholders – add – Collaborators / Peers, Contractors & Employees, Educators ▪ Purpose & mission to be double checked as per Strategy session in 2023 and agreed to by committee and updated on the Website ▪ ▪
<p>Finance</p>	<p>HR: - see slides</p> <p>First slide - Revenue up, expenses up – surplus to deficit</p> <p>Numbers have been adjusted since these figures were provided and may change after audit is finalised with auditor.</p> <p>2023 Review – see slides</p> <p>ST Barbara’s Day profit very good</p> <p>815 membership 2023</p> <p>Partnership income</p>

Expense – summary of event expenses.
O/heads slightly gone up
\$20,000 – deficit – we allocate some of reserves, \$25,000 External Relations, \$10,000 Education engagement
Ask from Committee at this point from Ext Relations

2024 – Budget – see slides
Latest numbers on the slide – with workings in Sharepoint
Income – functions are key driver, income slightly lower – budgeted for less events at this stage – fine tune budgets for extra events eg. Breakfast, gala ball etc.
YP – events assumed to run at a loss,

Luncheons – update to the ticket pricing has happened, 4 x sponsors ideal
Expect surplus of \$86,000 from all events – including YP loss from events
Finance Report on event breakdown: looking at the average for each of the buckets – how do we look at the complimentary tickets – propose – cap Comp guests to 15 individuals.
Minimum of 4 sponsors of \$4,000
370 attendees per luncheons
314 attendees breakeven – including 15 comp guests
Discussion around minimum numbers between Nat & Hanns, Guesstimate of expense costs from Optus for our luncheons at this stage

Membership – number of membership over the years – renewals/new members
5% increase in members – 46 individuals Target

Marketing target is 15% - confirmed by JP

Overheads – assume increase of 10% unless they are confirmed and locked in already – look at CPI and work through each one

Liquidity – Cash on hand @ 31 Dec, liabilities (received in advance) have to give back if we close up shop
Reserve funds are \$169,556
Safety net for 2024 \$350,000 Supportable to up in Term Deposit to earn interest
Overheads \$269,520
Proposal \$350,000 with NAB for 6 months – roll or take out in 6 months @ 4%

P&L Budget - Income \$1Mil, Expenses \$1 Mil, excess fund spending \$138,763
Surplus for \$13,371 – for 2024, not including events that are outliers

Discussion around Sub-committee budgets
Wednesday next week with questions/comments in budget in Sharepoint

Questions:
RH - worst case scenario with membership in a down turn – membership trends up confirmed by CB
RH - would be useful – separate event reports at each committee meeting – already in action
BU - Is the ext. relations and education engagement in these budget figures – No confirmed by HR to be discussed and decided on by committee after strategy reports discussed
Scholarship dinner – add to list
HR - Function income is lower – less functions assumed at the moment until we have a budget on the outlier functions before added to budget figures

	<p>BU - Loss is \$20,000 – should we be looking at loss making events like Gala Ball for 2024</p> <p>BU - Are we happy with the result for 2023? – yes, good result confirmed by committee</p> <p>BU - Happy with reporting – yes, but anomalies in the budget – like the figures.....</p> <p>BU - Shouldn't assume any carryover from unspent funds from 2023 – from excess fund spending – correct confirmed by HR</p> <p>NT – have we found out from Sharon if we can put surplus funds into Term deposit?</p> <p>RH – should we spread our funds into multiple accounts/banks to spread risk over multiple accounts to ensure we are covered by government guaranteed of \$250,000 secure.</p> <p>VOTE _ Does the committee approve to put \$350,000 into a Term Deposit for 6 months on the purpose of earning interest on excess funds – Moved by Barry, Seconded by Nat - Vote – all in favour – unanimous</p> <p>VOTE _ Committee to review actuals vs budget at 5 month mark to review roll over status of Term Deposit Moved by Nat, Second by Dani – vote – All in favour (against – Barry) – majority Yes</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ What do External Relations and Education Engagement want relayed to the members at the AGM By 15th February – Barry answered exec summary from his report for Strategy Session ▪ Cap Comp guests at 15 individuals - Yes ▪ 4 x Sponsors \$4000 to be minimum - Yes ▪ Hanns will confirm with Sharon that legally we can put it into the Term Deposit ▪ Risk assessment of money in bank / multiple accounts so we maximise the safety of funds to get the government guarantee ▪ What do we want to do with excess funds in 2024 ▪ By Monday 29th Jan – Treasurer to speak to Sharon about legality of locking away funds to term deposit ▪ By Monday 29th Jan – all committee to review the budget – please do and respond to Hanns ▪
<p>External Relations</p>	<p>DT: - see slides</p> <p>Subcommittee born out of Singapore event last April 2023, determined similar organisations present at industry events – why aren't we there and representing the WA Mining Club?</p> <p>Anticipate –</p> <p>Asked us to come to events – Ausmine, Ausimm, Aspermont, Gold industry group etc.</p> <p>Collaboration over competition is where we need to be – work together – all there for same purpose.</p> <p>Budget initiated, discussed 26th April, \$27,500 budget – \$5,500 left over from 2023 request to put into this years budget?</p> <p>Beneficial – increase visibility – networking events resulted in WAMC being invited because of these events – wearing the WAMC banner, sharing information with other organisations as they share with us</p> <p>Sponsorship, membership and new partners point of view – brought in additional income and raised our profile</p> <p>Partnerships Minerals council of Aust, Austmine, Energy Club, Gold Industry Group want to connect, tap into AMEC, CME etc...</p> <p>Discussion around budget with BU & DT</p> <p>Figures for remaining funds</p> <p>Confirmation from Treasurer figures of 2023:</p> <p>With Singapore, Minerals Week included balance of funds left from \$27,500 is \$1,971</p> <p>Without Singapore, Minerals Week included balance of funds left from \$27,500 is \$11,023</p>

Do we like having an external relations portfolio – Yes – confirmed by committee

Any concerns/worries:

HR – if asked by a member if I am a member for a number of years, excess funds are being spent in various buckets – how would you answer that question....?

NT – answer – business improvements to see what can bring to the table

We can help to educate what is happening over east & overseas.

Question - It is member funds – should it be a member attending not only committee members?

DT – are they going to market the club like we are, committee work hard at these events to lift profile within the industry.

New members – morning tea – conversation and get to know you – not deer in headlights at events, people they can mingle with.

At IMARC – took a few members to dinner – they are now doing business with each other – connecting WAMC members to each other.

CC - we get tickets we can give away to members

BU – should we be producing a Fact sheet as a result of external relations events

Members – industry engagement with, speakers, partners – numbers of, exposure and presence

NT – read out her written explanation of the essence of the external relations subcommittee and spending – will send around to committee

HR – can we put what we attended and learnt & who was met in the newsletter

RH – how will it be perceived – raises our profile – happy now

Don't want to do a fact sheet

Invited guests for some events – don't pay to attend, can seek support face to face with human beings

What are we burdening the next committee with??

DT – capped at 1 per month, maybe two in some months

Networking spend for events of \$650 – to put us in front of other people we might not have got access to

CC - Event – when it is, what we are doing, if you want to attend – put hand up and goes into draw or usual committee have to go – President has to go to Minerals Week.

BU – suggestion of reviewing 4 x high cost – high impact, or 8 x lower cost local events, less impact

FJ – review who is going to do, who is going to go

CC – asked do the whole committee want to dive into each event / decisions

RH - Leave it to Dani to manage

BU - Discussion around spending of excess funds which is going to capital assets which will be depreciated – eg. over 5 years, Stem 3 years – not technically spent in the year but cash has gone out of the bank.

ACTIONS:

- Fact sheet on the matrix – see above
- What are we learning at these events to put in the newsletter
- Put it on the website – where, why we are going, what we learnt

	<ul style="list-style-type: none"> ▪ Develop a process around External Relations, event approval within the subcommittee, how and who and matrix ▪ Monthly forecast actuals vs budget – reporting from Treasurer ▪ Nat to send around brief of External Relations subcommittee essence for committee
<p>YP's</p>	<p>CB: Young professional renewals – not gone out because we don't have a plan for 2024 Membership fee dropped to \$90/year – as per prior committee meeting</p> <p>Do we still want to create a bridge between YP & Standard members?</p> <p>Not getting any value – 4 x cocktail functions that they still have to pay for – may as well be non-members and come along to events as non-members.</p> <p>Ideas – in booklet</p> <p>IGO – may coming on as a partner Lunch & learn – soft skills, pitch from companies, MD – come and talk about ins and outs of takeover. Meet the C'suite event and invite YP's with their company paying, maximum of 30 attendees and YP's can only attend one per year.</p> <p>How should it be run the YP's moving forward – run by committee? Focus group?</p> <p>NT – Committee numbers to 10 and plus 2 to only do the YP committee – special AGM – 12 voted on Are the 2 extra's YP or standard members? Volunteer to work in YP portfolio</p> <p>DT – should they be ex-officio committee members? How do we want to go forward?</p> <p>Do we want YP section of the WAMC? BU – Yes, Dani – Yes – important, allows YP's to join the committee and become full members. JP – Committee has enough diversification for the YP's with feedback from the YP members without someone leading the YP subcommittee, they don't have extra time to commit to the committee – all into work and activities – being on committee is more of a downfall than bonus. Need to add to membership and getting benefits.</p> <p>HR – ex-officio – good idea – not here to run portfolio, step into role in future....?</p> <p>Discussion – YP's are held under main committee – those 2 from working group are able to help out with committee running the YP Subcommittee BU – Rob – education engagement – takes on YP's? FJ – do we start a new YP subcommittee?</p> <p>Future – separate subcommittee so it is not sucked into any of the existing other sub-committees BU – all ideas in strategy session booklet good</p> <p>Subcommittee meeting with ex-officio members assistance. DT - Steve Hulme and Melinda Addison are interested in ex-officio role.</p>

	<p>Why did it fail – because original strong committee moved on – replacement committee couldn't fill the boots of the first committee, more competition in the market as the years have passed Past sponsors just sponsored YP, they don't anymore because they didn't get value</p> <p>BU & RH – Should education engagement enfold YP's into its subcommittee? NT – that would make it a massive portfolio 2 people that needs a lot of focus on strategy, attracting and retaining members and to run events.</p> <p>2-3 weeks calendar of panel discussions</p> <p>Membership – value proposition Events – gathering point to build around Communicate that members can go to all events luncheons and cocktail events The different events allow us to discuss something different in a different space</p> <p>Lunches - Getting Yp's to lunches is too hard JP - not our fault as Yp's can't get time off during work day. Idea – that Boss comes for free with YP – and company pays for the YP ticket. This will effect our number of Comps tickets.</p> <p>YP Subcommittee, leaders in YP's feedback, RH, BU and JP as new Subcommittee - with emerging leaders Membership to take over membership for YP's and events to take over events.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ New subcommittee 'YP Subcommittee' to do budget, targets, - Strategic vs operational ▪ Events come out of Events Sub committee ▪ Membership comes out of Membership Sub Committee ▪ YP Advisory group to offer and give feedback in the future ▪ Leave ex-officio appointment until review of strategy ▪
<p>Education Engagement</p>	<p>BU: STEMSmart program, get into mining camp No Jan camp – too hard to get response 3 x camps per year in 2024, mid term school holidays Scholarships 13 (fire and safety ??) in 2023 Number of Scholarships for 2024 = 12</p> <p>Undergraduate – majority of scholarships are Undergraduate 2 x board scholarships, indigenous scholarship upskilling – broad Mature age scholarship</p> <p>Funding for education engagement – Seeking funding for Get into Mining for 2024 STEM – 4039 students 103,226 – except for 10,000 used of excess spending 5000 – metro, 1000 regional aim for 2024 Sponsorship of \$110,000 – locked in for approximagely 4000-5000 students Would like finding of \$15,000 for 2024 – for capital owned by club and maintained by STEMSmart?</p>

	<p>Get into Mining – develop to be of great value to membership & industry – lock in young people to pursue working in mining</p> <p>Business as usual for this year</p> <p>Reporting on funds to STEM – how they are being used – data collection method trialled in term 1 of 2024.</p> <p>Risk of exposure for assets or subcontractor covered by insurance, BU gets certificate of currency for Curtin for Get into Mining Students and STEMSmart subcontractor for STEM Program</p> <p>BU confirmed Sharon & Governance committee have been involved along the way with regards to insurance/governance.</p> <p>How can we track students all the way through STEM – Get Into Mining – Scholarship Winner – YP member – Member Idea - Stemsark – learning management system online portion of classroom on our LMS – so log on and unique identifier – we capture their details – become part of family – newsletters, get into mining course, in our LMS and track their progress How do we realise their value before 10-15 years? How can we tell sponsors how we can track participants Idea - Training loaded on our LMS – member gets benefit and so does the club</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ 1st April budget for scholarship dinner to Hanns ▪ Excess funds spending decision, request for \$15,000 for capital assets owned by club and maintained by STEMSmart ▪ ▪
<p>Speakers/Events</p>	<p>CB: Partnerships – see slides Gold partners x 2 – AMCAP, Softserve Silver x 6 - Grounded, Thiess, Epiroc, Minerals Council of Australia, IGO, Gold Fields Bronze x 1 - Evol</p> <p>How many do we want? Associate Sponsors – x 5 – see slides Annual Table Partners – x 6 – see slides</p> <p>1 training session for committee members with ATI Mirage (associate sponsor) Sponsorships – a lot of interest from more companies – discussion with interested parties continuing</p> <p>Soft Serve – how did that partnership come about – random email to Cass, doing 4 x luncheon sponsorships and their own events – 3rd party send out to members if they say yes.</p> <p>CB – yes, we want more bronze partnerships Important - All partnership and sponsorship request to CB for discussions about right fit for company/event/speaker etc. What do they get for \$17,500 – all partnerships are unique, example of offering is:</p>

thought leadership piece, membership, seats at luncheons and events, social media, luncheon sponsorships, logo on things, – \$25,000 worth of value

Events –

Same as previous years – key things all still there

See slides for event calendar

Member only events, not on calendar yet

BU: Should events start at 11.30am, more networking at table before speaker – sitting down at 12.10pm instead of 12.30pm – more time to free range

Committee prefer 11.30 – 12.30 networking free range

NT: idea for President’s speech, introduce committee member per month to talk about what we are doing in the sub-committee throughout the year. 3-4min pitch – YES allows members to know what the committee are doing, who they are and when its happening

Before guest speaker up – we get a supplier or innovator to do a quick elevator pitch to the room – ‘leave and learn something’ – technology readiness levels – show the innovation of the industry – get them to pay for it, have it connected with the guest speaker.... Concern with that CB – it needs to be a targeted invite, not random.

RH - How do we go about it, talk to speaker to talk about the technology they are using – and go about it that way, or open it to the public – no too many to respond. Invitation only.

Trial and revisit at end of year to take forward

Charge them for the opportunity to speak

TT - Make part of survey

FJ - Need to vet content, ensure it is content relevant to mining

BU – technical not company pitch

Room to 2pm or 2.30pm?

Everyone happy with timing of events – YES

DT – Assistance of committee members at the beginning for name tags, registration desk...

CB – yes, we do need a couple of you, also conscious that you need to get in and begin networking

JP - Committee like being at registration desk

NT – good for our members to see and connect with us

CB – do you want a roster.....?

NT – confirm that you are coming in & advise if you can’t be at the lunch

CB – Important that you are attending the lunch as you are all seated at VIP tables

CB – Aim to have seating plan to you the Monday before event, allow you time to do due diligence for who is coming and who is on your table

CB – proposed one lunch at Hyatt – marketing red-hot so no confusion about location

BU – is there a financial advantage to do it at the Hyatt, will our members benefit?

Members shouldn’t suffer financially – can we organise free parking at the Hyatt?

TT - Members do like going to Optus

CB – feedback has been received that attendees are missing being here at Hyatt

FJ – maybe a special luncheon?

CB – no problem with numbers at Hyatt for our luncheons

Is it detrimental to the members to move a luncheon to Hyatt?

Has to be a financial advantage or relationship builder.....?

	<p>NT – Thank you to the sponsor/partner’s event? CB looking at venues – not done yet 2 x Life member events for 2024 JP - Emerging leaders – annual event can combine with Scholarship Alumni event Scholarship Alumni event – 2nd half of year Energy Club to partner for events, possible pub quiz night together, open for anyone, theme Energy vs Mining. Raise money for charity partners. Potential venue Blasta Brewery in Burswood 2 x members only events for 2024 YP Events in pubs – possible venue Camfield back room?</p> <p>Gala Ball vs Awards night.... NT - Members are getting bang for buck BU – against Awards night – too much work DT – how can we differentiate from what other clubs are doing NT – do we have to make money on the gala ball? JP – if award night people might be more willing to go ? Lower price – ? does it fit into what we are giving/providing for members Park for now</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ Further discussion around Gala Ball / awards night ▪ Further discussion around Luncheon / event at Hyatt ▪
<p>Membership</p>	<p>DT: Do you see any gaps in membership listing in strategy pack 41 applications for membership – approved 38 standard (2 x YP) Applications are vetted by membership committee lead Some YP members need to be standard members – transition them to standard before renewals go out 8 more waiting for approval DT – a few fallen over at renewals – why not renewing CB created feedback link for when members chose not to re-new, various reasons Meet the members is working well once members have paid and joined</p> <p>What can we do to engage with members better: Reward with loyalty 5 years – pin, 10 years – pin Maybe financial reward with the new system - % off if you renew Email signatures – logo with 5 year membership, when they pay for membership renewal they get an email with the image</p> <p>New member morning tea, no limit to numbers, invited only to the first. nice to do at beginning of their membership NT – is there a cap for numbers? CB – NO we can do 15-20, if we do more we will need more committee members to come RH – if members who have not used membership/attended an event in the previous year and not renewing should we offer them a free membership as incentive to renew?</p> <p>860 target for membership for 2024 – agreed</p>

	<p>Things to get female member numbers up – what can we do?</p> <p>Do we want more miners in the membership / events engagement Speaker to bring the right people in the room – engage for membership</p> <p>BU – strong marketing point – 40% members from senior management</p> <p>Members Only function Ideas: Day on the greens, Flight club (no area for designated for speeches etc) Pub Quiz – significantly discount members tickets?</p> <p>Membership Benefits: CB asked to review</p> <p>How do we engage more mining companies to come to events Senior people in mining industry – market to people to come when they are in town and company pays. RH – mining companies – retention tool for mining company to pay for workers ticket to attend our events when they are in town BU – proposed a corporate membership, mining company to be member, Company not individual. CB confirmed this is not in constitution Corporate Membership – what does that mean for our events, membership etc RH – sign up as advertised sponsor – associate sponsor – employees can attend mining club luncheons at member price eg. BHP Professionals – they will pay for their employees going to events For further discussion – strategy around Mining Companies having a corporate membership.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ Josh – List of Not renewing to be sent to Claire or add Claire to feedback link – take member off accounting system ▪ Committee to phone non-renewing members after 1st February ▪ YP Membership renewals – DT to review list to see if any should transition to standard ▪ YP sub-committee to provide a list of YP benefits before renewal email goes out ▪ Review membership benefits on the website
<p>Marketing</p>	<p>JP: See slides for aim of marketing, goals, target market, what we market, positives of 2023, Improvements, focus, highlights from 2023, Tactics, Brochures made last year, online platforms – open up to FB, twitter, Instagram – photo gallery & website, mailouts, promotional items, proposed event material – in budget for excess spending, evaluate,</p> <p>IMPROVEMENTS: Consistency – posting consistently – newsletter on same day each month, timeframes Membership promotion – member only, promoting members Sponsorship commitments – working with CB to meet their commitments</p> <p>RH- commitment to opinion piece for newsletter NT – president address in newsletter ongoing?</p> <p>Promotional activities:</p>

	<p>Record all our events, edit the content and put on YouTube. Drive the YouTube? Online / FIFO membership with links for access to YouTube, watch content online CB - swift media – put content onto their management system Covid proved that people come to our events for the networking, not big take up accessing online content</p> <p>Budget Video content – footy talk one on one Editorial – scrapped – RH to do now Merchandise – include loyalty pin, membership pin with year on it, T-shirts for committee Exhibition and events material – media walls etc</p> <p>FJ – for feedback, randomly select 5 x members and 5 x non-members from guest list and send them list of questions. Email sent from a committee member personally</p> <p>Emerging leaders: See slides – about goals, positives, improvement, mentees, mentors, new system for 2024. Budget request \$15,000 for event Emerging leaders and alumni events Merchandise to make it exclusive for program participants Improvements Communication with applicants – delegate and get on top of applications Advertising</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ JP to review goals turn into Smart Goals ▪ Continuous word of mouth – tag and share ▪ Editing events on record ▪ Set up process for feedback from events as per above ▪ Look at 5 year, 10 year pins
<p>Governance, AGM, Committee</p>	<p>N/A</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> ▪ ▪ ▪
<p>Other Business</p>	<p>CB: Looking at having an extraordinary meeting to make changes to constitution before the AGM Changes: Term of committee 2 to 3 years Online voting</p> <p>Are we too late to have special general meeting in February luncheon, constitutionally is there enough time? FJ – how do the numbers work for the 3 years term and re-elections, how many spots will become available at in what year rotation Proposed Elected for 3 years minimum Constitution: number of committee members between 4-10</p>

	<p>Further discussion about how a 3 year term would work</p> <p>Constitutional rules</p> <p>Term</p> <p>How many committee members would be needed to have even retirements each year how many committee retire at each year?</p> <p>Transition period to achieve 3 year term change over</p> <p>Committee of 9 then 3 members retiring each year.</p> <p>Is 9 committee members enough to run committee, or do we need 12?</p> <p>Exec – re-elected every single year – by committee?? With a 2 or 3 year term</p> <p>ACTIONS:</p> <ul style="list-style-type: none">▪▪▪

NATaylor

Natalie Taylor
President WA Mining Club



WA Mining Club Committee Meeting Minutes

to be held on **Wednesday, 8 November 2023 at 5.10pm**
at Hyatt Regency Perth and via Teams

Present	Natalie Taylor (NT) Sharon Goddard (SG) Felicity Jones (FJ) (Teams) Barry Upton (BU)	Rob Humphryson (RH) Tim Taylor (TT) Jordan Pedley (JP) (Teams)
Invitees	Cassandra Brennan (CB)	
Apologies	Hanns Ramcharit (HR) Jordan Rogers (JR) Dani Tamati (DT) Claire Clark (CC)	
Welcome	NT welcomed everyone to the meeting and noted a quorum was present	
Conflict of Interests	The Committee members declared they had no conflicts of interest.	
Gifts and Compliance	Gifts: No gifts to declare Compliance: Nothing to declare	
Minutes	Minutes of the previous meeting held 20 September 2023 were accepted as a true and accurate record.	
Actions Arising	<p>ACTION: JR to report on Scholarship Alumni (where are they now) In progress</p> <p>ACTION: SG to provide report /advice on changes required to constitution for longer committee terms, allocation for YP positions on Committee and cap on Executive Committee term. SG updated the Committee on progress to date, noting instructions to legal advisors. In progress</p> <p>ACTION: CB to review Perth YPs website. DT advised they have WAMC logo and references to WAMC posted inferring a partnership with WAMC. CB to reach out to Perth YPs to have the WAMC logo removed from their website. Completed</p>	
Presidents Report	<p>The presidents report was taken as read. Matters noted and discussed were:</p> <p>NT proposed supporting WIMAR Curtin. Committee agreed to the provide support (requested amount \$300).</p> <p>ACTION: JR to forward relevant documentation to CC to process</p> <p>ACTION: Once completed CB to ensure all deliverables are met from both entities</p> <p>Each year the Club awards the funds from St Barbara's Day to a variety of charities. The Committee discussed selection of charity partner to receive the funds from the Day. Specific charities discussed were Lifeline, Foodbank and Miners Promise, all agreed.</p> <p>Post committee meeting note: We are also supporting Leukaemia Foundation in support of Tim Goyder.</p> <p>NT enquired about progress on creating a Code of Conduct for members and guests. SG advised matter has been discussed with the Club's legal advisers and will provide update at the next meeting.</p> <p>NT asked JP about the Mining Digital interview request. JP advised she had contacted them.</p>	

	<p>ACTION: JP to confirm discussions with Mining Digital and resolve Eddie Plume Award. NT discussed placement of the perpetual award and taking out insurance for the item. Committee discussed options and agreed NT would take charge of the Award and place it at her place of work.</p> <p>ACTION: CB to obtain insurance quotes.</p>
<p>Finance</p>	<p>The Finance report was taken as read. Matters discussed:</p> <ul style="list-style-type: none"> ▪ BU queried the entertainment and catering costs which had increased significantly year on year. ▪ BU also noted revenue from memberships had also increased and thanked Dani for her hard work. ▪ Debit card is now operational. ▪ HR to present the Treasury policy in early 2024 along with the CY budget.
<p>Memberships</p>	<p>The membership report was taken as read: Matters noted and discussed:</p> <ul style="list-style-type: none"> ▪ FJ noted the Club has met its female membership goal in September. ▪ CB tabled a proposal to increase the membership fees for 2024 and provided an affirmative case as membership fees cover the operational costs of the Club. In a rising cost environment, there is a strong case to support an increase. If memberships fees are not increased, an alternative is to increase event fees. ▪ Committee discussed Treasury and Investment strategies for the Club's surplus funds. It was proposed to place \$350,000 in an interest bearing account, subject to confirmation from the Club's Bookkeeper on the financial position of the Club. The Committee agreed the proposal and instructed CB to liaise with CC to enact the proposal. ▪ CB raised the question of what is to be done regarding the YP membership fees. The Committee agreed to reduce the annual membership fee to \$90 for 2024. Confirmed student membership remains at \$35. <p>ACTION: CB/Josh/CC to update all forms and website to reflect new costs ACTION: CB to prepare eDMs to explain new costs for all levels ACTION: JP/Josh to prepare social media tiles to promote no rise in standard membership fees and reduction of YP membership fees.</p> <ul style="list-style-type: none"> ▪ RH mentioned there is a class of potential members that we are not targeting – FIFO professionals. RH proposed to develop a FIFO professional initiative to take to Mining companies to encourage their FIFO professionals to become attend events at a discounted rate (e.g. a book a table initiative). Committee discussed the merits of the proposal and agreed to raise with DT and JP (Membership and Marketing) ACTION: DT to report on merits at next meeting <p>Emerging Leaders</p> <p>JP provided an update on the Emerging Leaders program noting:</p> <ul style="list-style-type: none"> ▪ There are 8 pairs in the program. ▪ We have 3 mentors who don't have mentees ▪ JP has asked for feedback from the program participants and has received very good feedback.

<p>Events</p>	<p>The Events report was taken as read. Matters noted and discussed were:</p> <ul style="list-style-type: none"> ▪ BU asked who the speaker for the February 2024 event. FJ advised Lynas was being approached and likely to be confirmed in the next couple of weeks. ▪ BU complimented the Events subcommittee on their success at attracting and locking in a great line up of speakers. ▪ CB noted that Optus will be increasing costs per head from 1 January 2024. CB has been advised that the production costs will not increase, however, smaller increases are expected for security and other minor services. ▪ CB is recommending to the Committee that lunch sponsorships be increased from \$3,500 to \$4,000 per sponsor per event and the lunch cost to increase by \$10 per head. The Committee unanimously agreed to increase the costs as proposed.
<p>Marketing</p>	<p>JP provided a verbal update on marketing. Matters discussed were:</p> <ul style="list-style-type: none"> ▪ JP working on 2024 marketing strategy and will present to the Committee at the next meeting ▪ JP acknowledged that the marketing for scholarships is in hand ▪ CB to review and refresh website over the Christmas/ New Year period when things quieten down. CB has a meeting scheduled in mid-December with the website developer. ▪ NT noted the Club is no longer using Hoot Suite as the renewal cost had doubled. Josh is looking at alternate suppliers and will discuss with NT and JP in due course. ▪ BU asked about the Get into Mining page which is to be added to the Club's website. JP agreed to prioritise and work with Josh.
<p>Education Engagement</p>	<p>The Education and Engagement report was taken as read. Matters noted were:</p> <ul style="list-style-type: none"> ▪ BU advised he had booked the accommodation for the next camp which will be 12 and 13 February 2024. ▪ NT to send Beverley an email introducing BU ▪ NT to speak with Roy Hill to establish suitable timing for the Get into Mining site visit and advise BU ▪ NT complimented the team who worked with the students going to IMARC. Josh received a special thanks from the students. NT has received great feedback from members ▪ BU expressed his thanks and commendations to DT, TT, JP and RH for their outstanding work on ensuring the Club was represented and the students panel was an outstanding success. ▪ FJ was asked if she could make recommendations on who to approach to support the environmental scholarship. CB noted the organisations FJ mentioned. ▪ BU mentioned still looking for sponsors for the Get into Mining camp. Seeking \$60,000 to support the initiative for the year. Agree to offer 4 sponsorships at \$15,000 per sponsor.
<p>Young Professionals</p>	<p>NT provided a verbal update on the YP committee. NT noted she is still working with the remaining YP committee to keep them involved.</p> <p>ACTION: CB to write proposal for 2024 activity for committee discussion/ approval</p> <p>ACTION: NT to continue discussions with current YP committee members</p>

<p>Governance</p>	<p>SG provided a verbal update on governance matters. Matters noted were:</p> <ul style="list-style-type: none"> ▪ Provided update on letter received regarding assigning publication rights to a third party. Legal advisors have responded to initial letter requesting further information. Awaiting response from third party. ▪ Amendments to Rules of Association – instruction to legal advisor provided, these include considering online voting for AGM, extending Committee and ExeCo terms of office, YP members as part of Committee, classes of membership.
<p>Other Business</p>	<ul style="list-style-type: none"> ▪ Old assets – Macbook and iPhone. NT advised she has the Macbook which was purchased for the General Manager in 2020 and CC has the old iPhone. HR suggested the laptop be wiped and sold, same with the phone. ACTION CC will collect the laptop from NT and arrange for it to be wiped and disposed of. Not yet actioned ▪ NT asked about the Treasury policy – ACTION: HR to table at October meeting ▪ Next Committee meeting and planning day to be scheduled in January 2024. ACTION: CB to canvass Committee members to find a date that suits everyone. ▪ Committee agreed to hold the AGM at the March 2024 lunch
<p>Next meeting</p>	<p>Next meeting to be held in January 2024. Date to be agreed</p>
	<p>There being no further business the meeting closed at 7.10pm Signed as true and accurate record</p> <p>_____</p> <p>President</p>



WA Mining Club Committee Meeting Minutes

to be held on **Wednesday, 13 March 2024 at 5.10pm**
 at **Hyatt Regency Perth and via Teams**

Present	Natalie Taylor (NT) (Teams) Sharon Goddard (SG) Felicity Jones (FJ) (Teams)	Rob Humphryson (RH) Tim Taylor (TT) Hanns Ramcharit (HR) (Teams)
Invitees	Cassandra Brennan (CB) Claire Clark (CC)	
Apologies	Jordan Pedley (JP) Dani Tamati (DT) Barry Upton (BU)	
Welcome	NT welcomed everyone to the meeting and noted a quorum was present	
Conflict of Interests	The Committee members declared they had no conflicts of interest.	
Gifts and Compliance	Gifts: No gifts to declare Compliance: SG noted the Associations report needs to be completed before 30 June 2024 and asked for the Gross Revenue once the audit has been completed.	
Minutes	Minutes of the previous meeting held 14 February 2024 were accepted as a true and accurate record. The minutes from Strategy meeting to be signed and a copy provided to HR.	
Actions Arising	ACTION: Insert disclaimer to event registration form ACTION: Governance to write policy to add to our website	
Presidents Report	The President's report was taken as read. Matters noted and discussed were: <ul style="list-style-type: none"> ▪ FJ raised J Brennan's contract and asked that this be progressed 	
Finance	The Finance report was taken as read. Matters discussed: <ul style="list-style-type: none"> ▪ FJ asked a question regarding Super payments, noting it looked like Club is paying quarterly. HR confirmed. ▪ HR asked about how we are tracking VIP attendees at luncheons. CB advised she is in the process of setting up a field in the database to note who receives a complimentary ticket to the luncheons. This will be tracked going forward and included in the event report. ▪ HR asked if the name tags note who are YPs as this would assist with introducing them to other members. ACTION: CB to include tag YP member to name tags at future events <ul style="list-style-type: none"> ▪ HR raised the costs for the golf day. CB advised the Committee that Joondalup charged \$20k for beverages. CB discussed costs with Joondalup who offered a small reduction on selected items. CB is investigating other options for 2025 golf day. CB is going to book 2 gold days in 2025. 	
Governance	A verbal update was provided. Matters discussed: ACTION: SG to obtain amended cost proposal and inform Committee of total costs. <ul style="list-style-type: none"> ▪ SG advised number of nominations received for Committee positions. 	

	ACTION: CB to draft eDM to advise closing date of Nominations being 27 March 2024.
Memberships	<p>The membership report was taken as read: Matters noted and discussed:</p> <ul style="list-style-type: none"> ▪ CB advised she had closed out 2023 delinquent members. CB sent out an email to each of those members thanking them for their membership and noting their membership had ceased because they had not renewed. We currently have 668 members. ▪ CB has some facts and figures on why people are not renewing which she will share with the Membership team. ▪ CB are tagging people attending Club events and sending them a personalised message. ▪ CB advised we had received 32 applications in the last couple of weeks with another 14 waiting to be processed.
Events	<p>A verbal update was provided. Specific matters noted and discussed were:</p> <ul style="list-style-type: none"> ▪ HR asked about the March event. Presently only 200 pax registered for the March lunch. CB sent an eDM this morning for the March event which will be a fire side chat with David Flannigan hosted by Tim McMillan ▪ TT informed the Committee that the Events committee decided to send out 24 (12 members and 12 non-members) feedback forms post event. TT asked CB how many feedback forms have been received. CB advise around 5 forms received. ▪ CB informed the committee about her meeting with Optus noting that the vegetarian meals were very good at the February lunch. CB pushed back on the high fees for security and received a discount on the fees for this service. ▪ First YP event was really good. Committee members said they had received good feedback, venue was good and the speakers was great. ▪ RH, FJ and TT considering holding a lunch in April at the Hyatt and considering approaching Glen Jardine or another miner to speak this even.
Marketing	No Marketing report was tabled.
Education Engagement	<p>The Education and Engagement report was taken as read. Matters noted were:</p> <ul style="list-style-type: none"> ▪ Next get into mining camp scheduled for 8 to 10 April. Everything is in place, just waiting for some students to nominate to attend. ▪ CB asked if Curtin had provided copies of all their insurances, working with children checks, volunteer insurance etc. RH to check and confirm all received. ▪ Erin Bell has offered for the Club to use the Camp Connect app for all the camps. May also be able to use it for scholarship winners and nominees. ▪ Erin has offered to speak ahead of David Flannigan at the March lunch. ▪ NT asked what the profit from the golf day which was going to be used for the scholarship dinner. CB advised that based on her event budget, there is a shortfall of around \$2,000. CB sent event budget to HR to review.\ ▪ NT advised that she had received an approach from the Curtin geo society. NT to circulate proposal to the Committee. ▪ HR asked if the Get into Mining was fully funded or if there was any shortfall that the Club would have to cover.

Young Professionals	<p>A verbal was provided. Matters noted and discussed were:</p> <ul style="list-style-type: none"> ▪ CB noted YP membership very low with 45 current members. YP committee to consider ways to attract members. ▪ NT asked if there is any collateral on YP membership (flyer), CB confirmed she had one and would send to NT.
Partners & Sponsors	<ul style="list-style-type: none"> ▪ NT asked for Partnership and Sponsorship be added a standing agenda item going forward. ▪ CB advised Northern Star confirmed their stem partnership. ▪ CB enquired about an admin fee on stem partnership. <p>ACTION: HR to prepare proposal to be considered at the April Committee meeting.</p>
Other Business	<ul style="list-style-type: none"> ▪ TT talked to an idea put forward by a Club member tentatively called the Perth Geo Walk. What this entails is large WA mining companies donate large rocks from their operations which will have a plaque with some information on the ore, mining company, uses and other fun facts about the ore placed along the riverfront between Elizabeth Quay to the Point. TT posed that it would be a good tourist attraction and education tool promoting mining in WA. NT suggested reaching out to Minerals Council, CME and other interest groups. ▪ NT received an email from [xxx] to go to the [xx] facility ▪ NT had a good discussion with Peter Mizen about the Club's having more involvement Minesite Publication. ▪ NT asked CB to send calendar be sent to the Committee for the life member luncheon on 11 April. Committee discussed how many events are held for the life members in a year.
Next meeting	<p>Next meeting to be held on 17 April 2024.</p>
	<p>There being no further business the meeting closed at 6.50pm</p> <p>Signed as true and accurate record</p> <p>_____</p> <p>President</p>



WA Mining Club Committee Meeting Minutes

to be held on **Wednesday, 17 April 2024 at 5.00pm**
at Hyatt Regency Perth and via Teams

Present	Natalie Taylor (NT) (Teams) Felicity Jones (FJ) (Teams) Dani Tamati (DT)	Rob Humphryson (RH) Tim Taylor (TT) Hanns Ramcharit (HR) (Teams)
Invitees	Cassandra Brennan (CB) Claire Clark (CC)	
Apologies	Sharon Goddard (SG) Barry Upton (BU)	
Welcome	NT welcomed everyone to the meeting and noted a quorum was present NT asked HR to chair the meeting as it was difficult to hear via Teams	
Governance	Discussion around constitution and the possible ramifications of putting the constitution to the members Committee decided to put up the amended term of committee and the amendment about creating bylaws to the AGM and deal with other matters that require change in the constitution over the coming months. Write in exact change Advise nominees that we are changing the term of the committee member. Unanimous decision	
	NT resumed as chair.	
Conflict of Interests	The Committee members declared they had no conflicts of interest.	
Gifts and Compliance	Gifts: No gifts to declare Compliance: SG noted the Associations report needs to be completed before 30 June 2024 and asked for the Gross Revenue once the audit has been completed. RESOLVED CB to circulate notes on constitution to committee	
Minutes	Minutes of the previous meeting held 13 March 2024 were accepted as a true and accurate record. <ol style="list-style-type: none"> 1. Change to not started 2. In progress 3. JP will report back 4. Resolved 5. Resolved 6. Policy for treasury not started 7. Sg to action 8. Sg to action 9. Cb to do edm to members extended deadline and term of committee 10. Electronic voting – get a second quote or advise what the results are of quote. If we do electronic voting we need to amend bylaws 11. In progress stem admin The minutes from Strategy meeting to be signed and a copy provided to HR.	

Actions Arising	ACTION: Insert disclaimer to event registration form ACTION: Governance to write policy to add to our website
Presidents Report	<ul style="list-style-type: none"> ▪
Finance	<ul style="list-style-type: none"> ▪ DT asked what did we have in terms of comps. HR clarified
Memberships	<ul style="list-style-type: none"> ▪ Report tabled ▪ Membership committee to review YP review ▪ On what basis do we reject memberships (RH). DT ▪ ACTION: List of new member applications added to each minutes for the month ▪ Policy to be written on membership applications. ▪ ACTION: Start developing a framework around membership criteria/internal guideilines ▪ ACTION: cb to find Craig Hook’s email re membership ▪ Meet the members morning teas are working well ▪
Events	<ul style="list-style-type: none"> ▪ Tim McMillan will do fireside chats for additional fees ▪
Marketing	No marketing questions
Education Engagement	<ul style="list-style-type: none"> ▪ No questions ▪ Michelle Gardela from CME has funds to put into programs such as STEM and the GITM ▪ Do we want to run a competition for students to attend at IMARC – wait until we are invited then act
Young Professionals	Event coming up – committee to sell the event
Partners & Sponsors	
Other Business	<ul style="list-style-type: none"> ▪ ACTION: HR TO UPDATE Term deposit is being sorted ▪ RH met with Dept Aged Care at last luncheon. Suggested we engage as an organisation to partner with them ▪ Partnerships are reported within the finance report ▪ New system report added to agenda ▪ Committee to review financials next week ▪ Need to check resolutions and agm requirements ▪ Financials to be viewed
Next meeting	Next meeting to be held on.
	<p>There being no further business the meeting closed at 6.31pm Signed as true and accurate record</p> <p>_____</p> <p>President</p>

Changes to minutes CB to fix



WA Mining Club Committee Meeting

to be held on **Wednesday, 14 February 2024** at **5.00pm**
 at **Hyatt Regency Perth and Teams**

AGENDA ITEMS

Committee: Natalie Taylor (NT) Dani Tamati (DT)
 Felicity Jones (FJ) Jordan Pedley (JP)
 Sharon Goddard (SG) Rob Humphryson (RH)
 Hanns Ramcharit (HR) Tim Taylor (TT)
 Barry Upton (BU)

By Invitation: Cassandra Brennan (CB)
 Claire Clark (CC)

Apologies:

No	Agenda Details	Resp.	Action
1	Procedural Matters 1.1 Welcome, Attendance and Apologies 1.1.1 Tim Taylor 1.1.2 Jordan Pedley 1.1.3 JR resigned from the committee Conflicts of Interest 1.2 Previous Meeting Minutes 1.3 BU accepted minutes as true and correct records 1.4 Gifts 1.5 Compliance 2 Signed Deed of Assignment from Unity and Platform	All	V
2	President's Report Eddie Plume Award to be showcased at Roy Hill NT to find time Minesite Send VIP guests to Nat to finalised Contracts have been renewed CC and CB JB contracted has been reviewed and is under consideration Sexual harassment and bullying process ACTION: Governance to write policy to add to our website ACTION: Add disclaimer to registration confirmation	NT	V
3	Finance	HR	D



	<p>Report tabled</p> <p>Updates that further funds have been received</p> <p>Updates to contractor rates</p> <p>DT queried some of the metrics on the membership</p> <p>HR will review</p> <p>BU asked for a breakdown on event costs</p> <p>RH asked why we don't apportion some of the membership fees to a luncheon</p>		
4	<p>Governance</p> <p>Report tabled</p> <p>SG</p> <p>Should we have electronic voting – all in favour with the basic premise</p> <p>In theory we can give them or normal prep information</p> <p>Queried Hanns on funds available for this project</p> <p>NT moved that we agree in principle that the committee adopt electronic voting using VoteCorp Up to \$8k spend.</p> <p>SG put to the committee that we have 12 committee members.</p> <p>FJ feels that there is a destabilisation with 12.</p> <p>NT felt that the committee struggled to commit to worked</p> <p>RH asked why not have three three three (nine in total)</p> <p>Longer terms – three years is good</p> <p>Vote for ten committee – 5/4</p> <p>Vote for three year term – unanimous</p> <p>Some additional changes need to be made to the constitution</p> <p>Nomination for committee to go out Monday 19 February</p>	<i>SG</i>	<i>D</i>
5	<p>Membership</p> <p>Report tabled</p> <p>ACTION:: add to social members</p> <p>ACTION: Emerging Leaders program added to agenda</p>	<i>DT</i>	<i>A</i>
6	<p>Events</p> <p>Report tabled</p> <p>ACTION: Add YP dates to calendar and send to committee</p> <p>ACTION: Meet the C Suite</p> <p>ACTION: David Rose to speak at Scholarship Dinner</p> <p>NT suggested a past winner to tell their story at scholarship dinner</p> <p>YP event ticket sales are low</p>	<i>FJ</i>	<i>V</i>

	Check that all committee are supporting events and are tagged in all LI posts Roy Hill Radio and RedFM NT to send Roy Hill radio details YP sub committee to come up with some other ideas		
7	Marketing Report tabled	<i>JP</i>	<i>V</i>
8	Education Engagement Report tabled Get Into Mining Camp being organised	<i>BU</i>	<i>A</i>
9	Young Professionals Report tabled Discussion on name and criteria at another time	<i>BU</i>	<i>A</i>
10	Other Business ACTION: Gift for Jordan Rogers ACTION: Gift for Paul Young ACTION:SG register of all partnerships to be part of the board pack Action: Send invitation to Golf Day ACTION: Hanns – where is the external relations budget items (Singapore and IMARC coming from) Action: Update on new system	<i>All</i>	<i>V</i>

Action Key:

A = For Approval

D = For Discussion

V = Verbal Update

Actions Arising from Previous Meetings

No	Action	Resp	Status / Comment
1	Education Engagement JR to report on Scholarship Alumni (where are they now) Nat will assist BU to action	BU	In progress
2	Governance SG to provide report /advice on changes required to constitution for longer committee terms and cap on exec term	SG	In progress
3	Partnerships SG to follow up DQ on partnership pro bono agreement William and Hughes	SG	Resolved
4	Memberships CB to ask Life members for bullet point highlights to create their profile/story from. CB to create Life Member profile with assistance from JP To be resolved by March Meeting	CB/JP	In progress
5	Education Engagement	CB/BU	Resolved



	CB to obtain revised quote from videographer (Inception) for Get into Mining camp and provide to BU.		
6	ACTION: JP to confirm discussions with Mining Digital and resolve To be discussed with JP for report in March		
7	ACTION: CB/Josh/CC to update all forms and website to reflect new costs ACTION: CB to prepare eDMs to explain new costs for all levels ACTION: JP/Josh to prepare social media tiles to promote no rise in standard membership fees and reduction of YP membership fees.		RESOLVED
8	ACTION: CB to write proposal for 2024 activity for committee discussion/ approval for YPs ACTION: NT to continue discussions with current YP committee members		Resolved
9	ACTION CC will collect the laptop from NT and arrange for it to be wiped and disposed of. ACTION: HR to table treasury policy October meeting		RESOLVED
10	Add action from Strategy meeting to regular meeting		