



RELAY FOR LIFE – GEELONG COMMITTEE

AGENDA FOR THE SIXTH MEETING

WEDNESDAY 17TH JANUARY 2007
DEAKIN UNIVERSITY WATERFRONT CAMPUS
ROOM D2.202
7:30PM

WELCOME

Welcome by the Chair

APOLOGIES

MATTERS FROM THE CHAIR

Report on ground access at Deakin and the location for Relay '07.

Please note a report on the meeting held at Deakin on 7 December which was included in the minutes of our December meeting and which is copied immediately below:

- Meeting at Deakin on Thursday 7th December with Deakin KD Stewart Centre staff and Kiwani representatives.
 - It was agreed there were serious implications for both Relay and the All Ford Day if these events were not held in 2007 as scheduled
 - Deakin's Property Services Division will be asked to urgently provide details of the minimum amount of water required to maintain the ground surface in a usable condition. It was noted that it is in Deakin's interests too to keep the ground surface in a state so that restoration in the future is not prohibitively expensive
 - Alternative water sources and approximate costs to supply/deliver were discussed
 - Once water requirements and accurate supply costs were known, it was agreed that the University Executive be approached to provide funding (possibly in conjunction with the Kiwanis and CCV) to enable the watering of the ground surface to permit the All Ford Day and Relay '07 to take place.

CCV (Anthony Keogh) to write a submission in support of Mick Kramer's submission to the Deakin Executive to find a means around the immediate closure of the sports grounds at Waurin Ponds.

BUSINESS ARISING FROM THE MINUTES OF THE LAST MEETING

Updates on all relevant "action" items from the minutes of the 6th December meeting.

- It was agreed that CCV be asked to consider the mass production of survivor shirts. Amy reported that quotes had been obtained but were very expensive, and that more quotes would be obtained. **Action: Amy**
- Promotional package for distribution to potential sponsors. This item is ongoing with Andrew to talk further with Laura. **Action: Andrew**

- Safety plan presentation needs to be made to Victoria Police, Geelong Fire Brigade etc sooner rather than later. Police presence required overnight. **(Action: Andrew, Rod, Darren, Jim) In progress.** Stephen to speak with Darren re COGG contact. **(Action: Stephen). In progress**
- Potential storage space required for candle holders (5000 needed for Relay '07) has been arranged by Jim. Jim in conjunction with Stephen and Andrew to follow up further. **Action: Jim/Andrew**
- Kaz proposed we explore the possibility of forming an alliance with a “sister” overseas relay organising committee with which we could exchange information and ideas on general organisation, fund raising etc. Andrew suggested that the city of Salinas in California might make a suitable “sister” partner. Deb Stringer at CCV has contacted the America Cancer Society to determine interest. To be followed up. **Action: Amy. In progress**
- Jan asked for more information about the survivor sashes. As discussed at the first meeting, a sash would be provided free of charge to each survivor for them to retain and wear each time they participated in a relay. We would sell, at cost, a year badge to the survivors which could be attached to the sash each year. Quote obtained by Laura for \$8 per sash. Belynda to clarify what is included in the \$8 quote. Belynda also to obtain a quote from another source for 1000 sashes. **Action: Belynda**
- Interest by a celebrant in involvement in Relay '07 was expressed following Relay '06 with details forwarded to Jan. **Action: Jan/Andrew. In progress**
- Service clubs to be contacted to provide supervision of children's activities. **(Action: Facilities – Volunteers Co-ord). Belmont Lions Club has been contacted. (Secretary's note: Is follow up action required here?)**
- It was noted at the last meeting that Geelong Private Hospital had still not registered despite the indication from them they would do so at the November Team Captain's meeting. Andrew to follow up. **Action: Andrew**
- Still waiting for response from Barwon Water re application for the rehydration station. **In progress: Stephen**

GENERAL BUSINESS

Registration update

Committee reports

- Recruitment (Laura)
- Facilities (Darren)
- Treasurer (Lyn)
- PR and media (Sarah/Laura)
- Ceremonies (Jan)
- Entertainment (David/Sam)
- Vendors (Jill)
- Children's entertainment (Belynda)

OTHER BUSINESS

NEXT MEETING

The next committee meeting is scheduled for 6:00pm on Wednesday 14th February at Deakin's Waurin Ponds Campus in the foyer of the Peter Thwaites Lecture Theatre (LT1). A Team Captain's meeting follows at 7:30pm in LT1.