



RELAY FOR LIFE – GEELONG COMMITTEE

AGENDA FOR THE SEVENTH MEETING

WEDNESDAY 31ST JANUARY 2007
DEAKIN UNIVERSITY WATERFRONT CAMPUS
ROOM D2.202
7:30PM

WELCOME

Welcome by the Chair

APOLOGIES

MATTERS FROM THE CHAIR

Beckley Park matters. See later the agenda.

Communications to Team Captains regarding the change of venue to Beckley Park.

BUSINESS ARISING FROM THE MINUTES OF THE LAST MEETING

Updates on all relevant “action” items from the minutes of the 17th January 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. In progress.**
- 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.**
- 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. 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. In progress.**
- Service clubs to be contacted to provide supervision of children's activities. **(Action: Facilities – Volunteers Co-ord)**
- Still waiting for response from Barwon Water re application for the rehydration station. Darren to contact Barwon Water. **Action: Darren**

GENERAL BUSINESS

Beckley Park.

There are many issues associated with the change of venue to Beckley Park and Andrew will table these for discussion at the meeting.

Registration update

Committee reports (if not already covered in previous discussions on Beckley Park above).

- 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 will be held at 6:00pm on Wednesday 14th February at Deakin's Waurin Ponds Campus in the foyer of the Peter Thwaites Lecture Theatre (LT1) and will be followed by a Team Captain's meeting at 7:30pm in LT1.