



RELAY FOR LIFE – GEELONG COMMITTEE

AGENDA FOR THE EIGHTH MEETING

WEDNESDAY 14TH FEBRUARY 2007
DEAKIN UNIVERSITY WAURN PONDS CAMPUS
PETER THWAITES LECTURE THEATRE (LT1)
6:00PM

WELCOME

Welcome by the Chair

APOLOGIES

MATTERS FROM THE CHAIR

BUSINESS ARISING FROM THE MINUTES OF THE LAST MEETING

Updates on “action” items from the sixth 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 by mid February. Police presence required overnight. **Action: Andrew, Rob, Darren, Jim. In progress.**
- Potential storage space required for candle holders (5000 needed for Relay '07) has been arranged by Jim. More generally, storage space will be required at Beckley Park. **Action: Jim/Andrew. In progress.**
- As discussed at the first meeting, a sash will 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 has been unable to source sashes from PRC and will now obtain quotes from local sources for 1000 sashes. **Action: Belynda. In progress.**
- Service clubs to be contacted to provide supervision of children's activities. Belynda to advise Darren of any special requirements needed for the activities. **Action: Belynda and Darren (volunteer co-ord)**
- Still waiting for response from Barwon Water re application for the rehydration station. Darren to contact Barwon Water. **Done and application approved.**

GENERAL BUSINESS

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

Discuss Agenda items for TC Meeting.

NEXT MEETING

The next committee meeting will be held at 7:30pm on Wednesday 28th February at Deakin's Waterfront Campus in Room D2.202