

Minutes

Seniors Reference Group Meeting

Lakeside Room
Oran Park Library
72 Central Ave
Oran Park

2nd February 2023
2 – 4pm



ORDER OF BUSINESS

Present.....	3
Acknowledgement to Country.....	3
Declarations of Interest.....	3
Leaves of Absences.....	3
Confirmation of Minutes.....	3
Business Arising.....	3-5

MEETING COMMENCED AT 2.00PM

PRESENT

Melody Chime, Keith Maddock, Cr Peter McLean Christine Crooks, Val Moskvitch, Maria Campton & Lisa Grimson

ACKNOWLEDGEMENT OF COUNTRY

Val delivered the Acknowledgement of Country.

APOLOGIES AND LEAVES OF ABSENCES

Stephanie Georgy

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

Previous meeting minutes Maria moved the motion to pass and Christine seconded the motion.

BUSINESS ARISING

N/A

1. REPORT TITLE

Volunteer Program Coordinator

Action Items:

<u>Task</u>	<u>Responsibility</u>
Physio Contact – Lifestyle expo contact	Christine
Flyer (Senior Reference Group) / Identification badges	Stephanie
Provide flyer and banner feedback to graphics for updates, send updates to group for further feedback once completed. (attached)	Lisa

Promotional flyer and banner presented to the group for discussion and feedback.

Recommendations:

Group meet first Thursday of each month.

Colours changed to Council logo colours, background in blue

No shading or dimensions on text

Colour contrast to be 4.1 ratio.

Information text to be in clear back font

Remove photos and replace with infographic bubbles at this stage.

Photos of the group will be taken for consideration to use in future promotion materials.

Seniors Festival 2023 Planning
Valentine's Day Concert 14 February 2023

- Flyer completed and promoted throughout networks and social media
- Ticket bookings are at maximum of 210
- Free entry approved
- Mel to do Acknowledgement to Country
- Mayor's office and Communications Team advised that Cr McLean would be attending and happy to deliver the welcome speak if the Mayor is not available. Draft welcome notes sent to Mayor's office and Communications Team.
- Mayor has acknowledged invite, waiting on response.
- Performers have provided song lists to ensure no double up of songs.
- Heart shaped chocolates have been purchased for each guest.
- Civic Centre have contacted each performer to confirm AV requirements on the day. Pink and Red spot lighting will be used
- Children's choir for the event is confirmed.
- Final program (attached to minutes)
-

Action Items:

<u>Task</u>	<u>Responsibility</u>
Meet with Civic Centre to confirm final concert details. Meeting booked 7 February.	Lisa G

Seniors Fashion Show & High Tea

- Flyer completed and promoted throughout networks and social media
- Ticket bookings are at maximum of 210
- SRG supporting the event –
- Models required to showcase outfits – Mel, Christine and Maria
- Ushers to escort Models- Keith Maddock and Cr McLean

Events 2023 Planning

- Café Connect (Christmas in July event) 27th July (120 guests)
- June Morning Tea – To be confirmed.
- Volunteer Week - Lifestyle Expo and Volunteer Expo (Pending Grant)
Opportunity for advertisement of Seniors reference group and volunteering opportunities.
- Spring Lunch (Late September)
- Christmas Lunch (Early December)

Action Items:

<u>Task</u>	<u>Responsibility</u>
Follow-up on planning for events for 2023	Seniors Reference Group

Café Connect Program 2023 Planning

- Café connect program schedule set for 2023, program developed and distributed through networks.
- Café connect programs, welcome to attend as the Senior Reference group to promote it.

General business

- Linda has completed the SRG EOI and is waiting on a response from Council.
- Cr McLean relayed positive comments at a recent Council meeting from Councilors regarding the successful grant funding from NSW Government for the Café Connect program. Councilors acknowledged the achievements of staff and volunteers for the ongoing successful delivery of Café Connect.
- Keith raised the Community Notice Board initiative across Camden.

Action Items:

<u>Task</u>	<u>Responsibility</u>
Seek update of Linda – EOI process through appropriate Council teams	Lisa
Seek further information – Community Notice Board through appropriate Council teams	Lisa

MEETING CLOSED AT 3.40PM.