

# Minutes

Seniors Reference Group Meeting  
Online Zoom Meeting

6<sup>th</sup> November 2022  
2 – 4pm



camden  
council

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## **MEETING COMMENCED AT 2.00PM**

### **PRESENT**

Lisa Grimson, Christine Crooks, Keith Maddock, Val Moskvitch, Maria Campton, Melody Chime, Cr Peter McClean, Eliza Rama.

### **ACKNOWLEDGEMENT OF COUNTRY**

Keith read the Acknowledgement of Country.

### **APOLOGIES AND LEAVES OF ABSENCES**

Nil

### **DECLARATIONS OF INTEREST**

Nil

### **CONFIRMATION OF MINUTES**

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

### **BUSINESS ARISING**

Nil / That the business arising be noted.

#### **1. REPORT TITLE**

##### **Gledswood Seniors Lunch Event Evaluation**

Group provided feedback. What worked well. What can we improve on.

- Overall positive feedback was received, participants enjoyed the day and had opportunities to connect and talk with each other and Council.
- Ticketing system worked well – only hold ups was additional needs of people with tickets, an additional person checking tickets would speed up the entry process.
- Group bookings were an issue with table seating and participants expectations of where they wanted to sit. Council to offer location based ticketing process to support club and members book their tickets
- It was agreed that the group would welcome the opportunity to extend the numbers. Access could be improved as the was uneven surfaces in the parking area that need attention.
- Process is needed prior to the event for people to request the opportunity for fund raising at events. This could be added to the Terms and Conditions with the trybooking ticketing system.
- Feedback from participants that the music was too loud which didn't give as much opportunity for conversation.
- Committee and Council to sit on different tables for connection and promotion opportunities.

**Action Items:**

Feedback is noted and recorded in future event plans and processes

**Carrington Christmas Lunch**

The Christmas lunch at Carrington is confirmed for Friday 9 December and has a maximum attendee number of 100.

**Action Items:**

Task	Responsibility
Legal is still looking over the T&Cs for ticketing system	Lisa
Annette Roden – Christmas Show – Confirmed booking	Christine
Ria to play background music during lunch – check availability	Lisa
Santa and Mrs Claus	Keith and Marie
A flyer will need to be developed this month and bookings open Promotion as soon as the flyer is ready. Lisa Invitations sent to: Seniors community Seniors local services including: Baptist Care Meals on Wheels General Community flyers Libraries etc.	Lisa, Group to distribute throughout their networks
Invite the Mayor	Lisa
Invite local reporter newspaper	Keith
MC – Welcome and housekeeping	Keith
MC notes	Keith and Lisa
Acknowledgement of Country	Mel
Carrington goody bag supply	Lisa
Pens café connect pens	Lisa
Luck door prize x 5 shortbreads	Lisa
Door ticketing mark off	Mel, Christine & Lisa
Ushers	Cr McClean & Val
Entertainers’ requirements	Christine
Onsite man for mics, equipment	Christine
First Aider	Lisa

**Seniors Festival 2023 Planning**  
**Valentine’s Day Concert**

Event is hosted by Camden Civic center with light refreshment for the day.

## Action Items

Task	Responsibility
Civic Centre Auditorium – Booked	Lisa
Catering & Decorations for Auditorium	Lisa
Heart shaped biscuits quote	Mel
Entertainment 40 x minutes Annette – love songs 30 x minutes Tito Stowers Pacific Islander Performance 0451 039 884 40 x minutes Shelvis Macarthur student choir Choir before lunch A timeline of performance is needed to advise artist of bump in and pump out times	Christine confirmed Lisa Lisa Christine  Christine

## Attracting New Members to the Seniors Reference Group

Council has recruited a Volunteer Coordinator commencing on 7 November. Further discussion is needed with the Volunteer Coordinator to support promotion and needs of the group.

## Action Items

Volunteer Coordinator be invited to next meeting.


## GENERAL BUSINESS

Nil

**MEETING CLOSED AT 4PM.**

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