

ILLAWARRA PCA Branch General Meeting

Date:	16 February 2019	Time:	9:05
Venue:	Dapto Ribbonwood Centre		
Present:	Fiona Curll, Phil Halstead, Carol Clews, Kim Millingham, Kelly Sweeny, Donna Barnard, Tanya Ellsworth, Carrie Wallis.		
Apologies:	Dean Kuball, Desiree Zeballos, Nigel Jones, Joyce Jones.		
Minutes of Previous Meeting	List or note any amendments:		
	Moved:	<i>Donna Barnard</i>	Seconded: <i>Tanya Ellsworth</i>
Treasurer's Report	<ul style="list-style-type: none"> N/A 		
PCA Report	<ul style="list-style-type: none"> Fiona Curll chaired the meeting. Minutes by Donna Barnard. 		
Business Arising	<ul style="list-style-type: none"> Donna agreed to stand in as Secretary when Denise is away. Fi resigned as webmaster in November last year. Anyone interested in this role can contact Phil We are looking for Presenters for this year, Carrie is presenting today and Phil will present at next meeting. New time slot for our meetings is 9am to 12pm. This is because we are only able to claim one hour supervision time as per ACA requirements. Carol Clews sent apologies for last meeting. Fi explained that only people who have registered and then not shown up at the meeting are put down as an apology in the minutes. No one attended the "Navigating the NDIS" seminar in Shellharbour. Tanya Ellsworth Co-Opted onto the Board as Communication Manager. Fi explained that the new venue at the Ribbonwood Centre is a little more expensive, but this is offset by not needing to provide lunch in the new morning timeslot. Morning tea is still provided for members. Fi explained the emergency evacuation procedure – Head to car park in front of the green sign. We will need to have at least 2 other people inducted into the use of the new room, in the event that Fi is unable to attend a meeting. We need to keep the venue clean and take all rubbish out with us when we leave. The venue does not allow plastic plates or cutlery, so Fi will look at purchasing an inexpensive set of cutlery for our use. 		
Any Other Business Board report:	<p>NDIS – Email from ACA</p> <ul style="list-style-type: none"> A meeting was held last week. Tanya is a new Board member and has been assigned the role of Communications manager. There are plans for an AGM in September which will be a symposium/ conference with the theme "Neuro-counselling". Phil is working with other board members to plan the AGM. There is a face to face meeting planned for 2nd March at Ryde/Eastwood for board members. 		
Meeting Closed	9.27am		
Group Supervision	Generic Case Study from Fiona's AIPC Library of Case Studies focusing on forgiveness.		
Active Supervisors	<ul style="list-style-type: none"> Fiona Curll Phil Halstead 		
Professional Development Presentation	"How to create a continuous stream of Counselling clients to your business" – facilitated by Carrie Wallis.		
Next Meeting	Date: 6 April 2019 Presentation: Mindfulness for Counsellors – Phil Halstead.		

Signed as true and accurate record of the meeting:

Convenor – _____