



AUSTRALIAN FERTILISER SERVICES ASSOCIATION

**South Australian Branch Committee Meeting
Held on Thursday 5th November 2015 at Arthur J. Gallagher Office,
180 Greenhill Road, Adelaide commencing at 10.00am**

Minutes

1. Opening and Welcome by President.

Present: Mark Rivett, Richard Shepherd, John Crossling, Craig Swan, Jarrad O'Riley, Stephen Button

Mark Rivett: welcome, difficult subject: Valuable lessons, review of acceptance of finances, aim to get a good outcome for the Association. Do not intend to put any harm on Alan Mackenzie (former president).

M. Rivett moved seconded R. Shepherd S. Button to be put on the State Branch Committee.

2. Apologies.

Peter Miell, Vin Boseley

3. Minutes of Previous Meeting.

Secretary: Neil Henry happy to take on as interim.

SPV: major issues legality and the registration cost. C. Swan in contact with transport department, 90 day program still going and with primary industries. Program will be coming up on PIRSA website for approval.

ACTION: S. Button and C. Swan to catch up with PIRSA to get a review and report back. Moved M. Rivett seconded J. Crossling the Meeting Minutes are correct.

4. Correspondence.

Nil.

5. Reports -

(i) Financial

Unsatisfactory financial situation by past secretary/treasurer the late Janet Mackenzie. Presented to the all attendee's a letter written by Neil Henry and a Bank Statement Reference.

Discussion on Legitimate Expenses:

Secretarial Fees: C. Swan we do not want to be giving any more than already reported. J. Crossling questioning the secretarial fees jumping around. M. Rivett commented agreements was \$320 per month and increased \$360 per month, this is written. Secretarial fee from 2011-2015 for Janet was \$10,169.90. C. Swan moved seconded J> Crossling that we retain that figure as money that was paid and owed to Janet over the 2011/2015 period is satisfactory.

Mackenzie accommodation: J. Crossling moved seconded M. Rivett that the accommodation total is correct on the bank statement reference, which is \$709.23.

SPAA figure: Seeking Alan Mackenzie evidence on expense.

Invoice for the National Audit: Craig, \$2,500 cost to the national board, the national will raise an invoice AFSA SA Branch \$1,500 to help cover the cost involved in the audit.

Total estimated fraudulent figure:

M. Rivett moved seconded S. Button \$15,515.00 plus invoice for national audit \$1,500.

Action: Once both parties agree on figure. An agreement needs to be written up ASAP which highlights the repayment schedule. C. Swan moved seconded R. Shepherd that we will use Marshall Solicitors to draw up an agreement for repayment of fraudulent funds back ASFA SA Branch.

M. Rivett to make contact with Alan Mackenzie from here. C. Swan moved seconded R. Shepherd that S. Button and M. Rivett to meet with Alan.

Neil Henry: Changing letter and spreadsheet from national to reflect the above decision by the ASFA SA executive.

S. Button moved seconded J. Crossling that Alan needs to have agreeable figure by the 20th of November together with agreeable potential payment terms.

M. Rivett moved seconded R. Shepherd that the MINIMUM payment of a \$1,000 per month with options to pay more.

BANK SA Biz Pack proposal:

\$10.00 per month. Secure Id token. All transactions are verified by two people on the executive. A savings account is provided with the proposal. M. Rivett moved seconded C. Swan we go to the BANK SA biz system. **Action:** M. Rivett, R. Shepherd and N. Henry to proceed with set up.

(1) Insurance

NIL

(ii) Magazine

NIL

(iii) Fertcare

C. Swan Report: Organics industry keen to adopt Fertcare in their accreditation process. Fertcare working through how this would work under the current A,B,C levels or creating a separate program for organics. Potential EPA funding for organics to go into Fertcare.

(iv) Lime, Gypsum, Organic, Compost

J. O'Riley Report: compost industry advancing into granules and pellets for the broad acre. Granules are able to put through an air seeder.

(v) Public Relations

E. Newsletter development. Potentially every three months.

(vi) Membership

M. Rivett requested all: Would like all Members of the State Committee to get potential Members in their area. Get a contact for Mark to follow up.

(vii) 2016 State Annual General Meeting

M. Rivett: February 12th, first day of the fringe festival.

Speakers: J. O'Riley talk to Injekta about speaking and cost. PIRSA: S. Button Nigel Willhelm speaking and cost. M. Rivett will talk to Jack England and to Lachie Seears.

C. Swan: suggested a wine tasting before or during dinner.

Venue: Arakarbar, suggestion Osmond Room. 2pm start.

Invites: Julie Tennant, Gary Taylor

J. O'Riley to meet with Arkaba to provide function costs, talk about drink package, dinner package with room. Come up with a program.

Sponsor Package: major sponsor \$1000.00 Trade \$200.00

Major Sponsor: J. Crossling to contact Wakefield Trucks, C. Swan to contact Wengfu fertiliser and Incitec Pivot Fertilisers, J. O'Riley to contact Peats Soil for trade sponsor.

(viii) 2016 National Conference

Nil.

5. General Business:

Discussion around Secretary moving forward. Neil Henry to continue to February 12th and J. O'Riley asked if he would consider for the following 12 months.

C. Swan to organise a copy of the constitution for Committee Members.

6. Close of business

Closed @ 1:43 pm

Financial Report:

Credit Balance: July 1 st 2015	\$10,588.65
Receipts: Nil	
Expenses: August Meeting Room	\$35.00
<u>Credit Balance: November 5th 2015</u>	<u>\$10,553.65</u>

Account Statement



BUSINESS CHEQUE



AFSA INC IN VIC S A BRANCH
 PO BOX 44
 SALISBURY SA 5108

Customer Enquiries 13 13 76
 (24 hours, seven days)
BSB Number 105-166
Account Number 744805340
Statement Period 01/07/2015 to 30/09/2015
Statement No. 135(page 1 of 3)

AUSTRALIAN FERTILIZER SERVICES ASSOC
 INC IN VIC - SA BRANCH

Account Summary

Opening Balance	Total Credits	Total Debits	Closing Balance
10,588.65	0.00	35.00	10,553.65

Transaction Details

Date	Transaction Description	Debit	Credit	Balance \$
01 JUL	OPENING BALANCE			10,588.65
03 AUG	CHEQUE NUMBER 141866	35.00		10,553.65
30 SEP	CLOSING BALANCE			10,553.65

Interest Details

	Credit Interest	Debit Interest
Year to Date	\$0.00	\$0.00
Previous Year	\$0.00	\$0.43

Information

- Please check all entries on this statement and inform the Bank promptly of any error or unauthorised transaction.
- If your card is lost or stolen, please call us immediately on 1800 028 208.
- This statement should be retained for taxation purposes.
- When enquiring about the "termination value" of your account, you can visit your nearest branch or "talk to us" on 1300 360 374 and say "existing account".
- To contact us to make suggestions, compliments or find out more about our products and services, please call the customer enquiries number on this statement. This service may also be used to address and resolve complaints.