

Minutes from MLTAQ Sunshine Coast Branch

Thursday 21/07/22, 4:15PM – Mountain Creek State School and via teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzZmYzJkNzEtNWMyYS00Yzg3LTNmODUyZmM2UwZTJlZTFk%40thread.v2/0?context=%7b%22id%22%3a%226600c7c5-16b5-4baf-9e93-323bd8c01dba%22%2c%22oid%22%3a%22767d9d1b-f109-40ab-8e2f-e08ae915ef54%22%7d

Apologies: Levi Durbidge, Ian Gunn, Georgie Richardson, Nicole Notting, Melissa Jarvis,

Present: Alison Law, Courtney Smith, Oj Rugins, Peter Grainger, Alex Huxley, Katrina Dwan, Amanda Miller, Chiharu Sudoh, Debb Carr, Louise Vale, Donna Howe, Ali Matsunaga, Akiko Okamura, Lee-ane Gordon, Emi Obara

1. **Welcome & acknowledgement of country** – Tammy Di Pietra
Meeting commenced @ 4:18PM

2. **Welcome to guests and new members** – Alison Law

3. **Minutes of previous Meeting (see appendix)**

Moved: Tammy Di Pietra Seconded: Alison Law

4. **President's Report** – Alison Law (see appendix)

5. **Treasurer's report** – Katrina Dwan (see appendix)

Moved: Katrina Dwan Seconded: Alison Law

6. **Actions since last meeting**
(insert in table if necessary)

Item	Actions
Purchase of 4 X A-frame display boards and posters from VistaPrint \$900 (comparison with other options) - Alison	AL investigated option over June-July holiday. Vistaprint used previously were not of good quality and broke early in use. A frame option starting at \$209 Corflute, foam considered but eliminated due to "structure" Officeworks – supply issues MSS – tear proof and waterproof paper - \$15 AL moved to purchase 10 of these from MSS. Seconded by TD
Request State Executive purchase a pop-up display - Alison	AL proposed to request State Exec to buy large 2.3X2.3 screen for presentations etc. This was agreed by those in attendance at the meeting

7. **Items of Business**

Item	Raised by	Actions
Purchase of trophies for SOL Film Festival \$200 (view https://www.awardsandtrophies.com.au for ideas	Alison	Propose purchase 2 perpetual trophies (best film PS, HS) - \$183

			AL to forward link for trophy to TD – seek further quotes. Budget \$200 per trophy
	AIM teacher workshops in Brisbane on 16 & 17 August https://aimanzshop.mybigcommerce.com/teacher-training/	Peter/OJ	Interest in AIM investigate face-to-face PD opportunity- St Peters @ Indooroopilly
MLTAQ 2022 Speech Contest - Courtney COVID safe strategy: - 2 parents per entry - Encourage to wear masks when registering and in-line - UniSC has sanitising - Clause “don’t come if you have symptoms” – no refunds available due to this Information desk/announcing - Boards not required to highlight - previously this was not effective – a lot of questions and volunteers were unable to keep up with the inquiries and updating document. Proposed for 2022 - Look at having Olivia Smith on Information desk for these inquiries. Olivia will use spreadsheets to indicate which events are currently occurring – one “Google doc” which can be live... - Certificates – double handling - o Previously participants arrived 15 minutes prior register/check spelling etc Proposed for 2022: - o Convenors to pre-fill certificates and judge to present at end of speech - o Courtney proposed, TD seconded - o Judging schedules made by convenor must have students’ full name - o List for web etc will only have initial and surname - o Certificates available from 5th August for convenors to print - Diocese – Courtney to organise from Caloundra, OJ back up - Tearoom – a student of Peter’s could man this for 2022 - Courtney still needs 50 box lids – please bring to next meeting - Vanessa Guild – helping in result room - Katrina Dwan (treasurer) – to organise water, sticky spots, morning tea - Katrina will purchase volunteer judges for convenors to give judges at the end of the day Convenors: - Thursday next week – all entries will be in– use this to determine rooms needed etc - Next meeting – provide rooms, judge numbers, teacher numbers to Courtney and medals to OJ Entries: - o Primary entry – 1 entry per class - o Secondary entry numbers – ▪ 7 & 8 – 1 entry per class ▪ 9 -12 up to 3 students			

	- DC questioned if awards could be issued differently for German due to the limited numbers – to be revisited following registrations. Some other languages may also be in this position. - Japanese teachers to email some contacts for judging to TD (Entertainment: - Is music OK? Copyright discussed- decided if free spotify download = OK. - Oj suggested a band. - AL and Oj will manage entertainment/PPT
8. Other Business	
Meeting was declared closed at 5:04PM	

Appendices

President's Report

Congratulations to Lee-Anne for winning the first member's draw at our final meeting in Term 2.

Thank you to Amanda Miller for her fantastic organisation of the Sunshine Coast Branch Writing and Multimedia Competition. Entries were of a very high quality, and judges enjoyed reading them at the last meeting. The teachers of winning entrants have been notified via email.

I met with Sherryl Saunders, MLTAQ Webmaster, and learned how to use the new website on June 22. I have since uploaded all the information about the Writing & Multimedia Competition, Speech Contest, the SOL Film Festival information, the meeting schedule and minutes/agendas from all our meetings to date in 2022.

I attended the State Assembly meeting on 28 June. I requested the artwork for the MLTAQ pull-up banners so that I can investigate having more made. Subsequently I received an image from Nathan Williams (State Secretary).

VistaPrint was engaged by the State Exec about 3 years ago to make pull up banners. The quality of these banners was not good and some were broken upon delivery. These kind of pull-up banners are not optimal in outdoor environments.

I considered that ease of set-up and storage were the 2 most desirable qualities for signage. After researching Officeworks and VistaPrint I have concluded that the best value is double sided A-frame boards that hold A1 size posters (posters can be changed). These boards will cost approximately \$210 each. I propose that we buy four for high impact.

Mooloolaba SS offers an inexpensive alternative. They print large posters in colour, on tear-proof and water-proof paper for \$15 each. The size is 914mm x 1200mm.

I propose contacting the State Executive to purchase a pop-up display (2.3x2.3m) which would be a very effective visual and backdrop for medal presentations. The pop-up display could also be used at the SOL Film Festival and State Conferences and events held in SE Queensland. This display would cost approximately \$600.

At the State Assembly there was lots of lively discussion about the recent State Conference, we had an AFMLTA update from Sherryl Saunders (the Federal Minister for Education has just received the Plan), discussion about banking issues and much future planning. One issue that requires local discussion is succession planning for executive roles with the Branch.

Thank you to Courtney for all her continuing work with the Speech Contest. With Courtney's help all the relevant documents (rules, registration forms, etc) have been emailed to members and put on the website. I have started a list of VIPs to invite to the conference and developed a template for members to use to invite their Principal to attend. Members have been invited to email me with contact details of any VIPs they would like to invite. Emails were sent to all VIPs on the list so far on 20/07/22.

Did you know that there are AIM teacher workshops in Brisbane on 16 & 17 August? Please go to <https://aimanzshop.mybigcommerce.com/teacher-training/> for more information.

Treasurer's Report

July General Meeting

21 July 2022

Opening Balance at 13 June 2022 - \$3504.65

Payments:

No Payments

Receipts:

Rec. 01 Department of Education Queensland

MLTAQ Sunshine Coast Region Speech Competition

Materials Support \$1100.00

Current balance at 20 July 2022 – \$4604.65

MLTAQ Sunshine Coast Branch

Meeting Minutes 16th June 2022, 4:15PM @ Mountain Creek State School

Apologies: Levi Durbidge, Megan Cleyne, Melissa Jarvis, Ian Gunn, Akiko Okamura, Deb Carr, Bettina Fricke, Nicole Notting, Oj , Chiharu Sudoh

Present: Alison Law, Katrina Dwan, Peter Grainger, Courtney Smith, Georgie Richardson, Lee-Ann Gordon, Amanda Miller, Tammy Di Pietra

9. Welcome & acknowledgement of country – Alison Law

10. Welcome to guests and new members – Alison Law

11. Minutes of previous Meeting (see appendix)

Moved: Tammy Di Pietra Seconded: Alison Law

12. President's Report – Alison Law (see appendix)

13. Treasurer's report – Katrina Dwan (see appendix)

Moved: Katrina Dwan Seconded: Alison Law

14. Actions since last meeting

Item	Actions
Correspondance received from Narelle Samson - Corporate Services Officer, Financial Advisory Services North Coast Region, Finance Branch 01/06 Email requesting wording for \$1 000 grant include the wording "Tax Invoice"	Invite special guest from NCR to Speech Contest to present certificates (AL)

15. Items of Business

Item	Raised by	Action
USC Auslan Course	Peter	16 participants, 15 graduates. Very successful. PG will share more info in the future. 30ppl on waiting list. Next course in September limited to 20 participants
Languages Roadshow – AC V9	Peter	PG has purchased the comparative document (V8 & V9)
Speaking Competition - Stand-up banners and desk signage	Courtney	Invite guest from USC to present certificates (CS) \$4 400 - rooming

		\$690 – certificates (std & volunteer only) USC is to be referred to as USC – Sunshine Coast No Italian Convenor so no Italian Indonesian Coordinator: Simon – Banksia Beach with Louise Vale supporting Banners – Officeworks Japanese room required for registration possibility: upstairs or downstairs – decided upstairs due to noise Boards for display – Courtney requires assistance to tow trailer- KD offered to assist Friday afternoon- August 19th bump in - Check audio on mics CS has provided a “timeline contest 2022” Vaccination not required for volunteers or judges Courtney will prepare “permission slips” to circulate Lucky dip post speeches– motion moved to not offer this any longer Small groups will start earlier and presentation Speeches will be emailed out ASAP To do: CS - find a rostrum AL - to obtain “Certificate of Currency” for USC
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		Issues with mics - Aircon not cold enough - Mics quiet Everyone: Start collecting lids for A4 boxes
SOL links SOL Website : https://sites.google.com/saac.qld.edu.au/solfilmfestival/home SOL Entry form: https://events.humanitix.com/spotlight-on-languages-entry-form	Megan via Alison and Tammy	AL shared links – encouraged members to follow link and register for event
Writing and Multimedia Competition judging	Amanda	Judging
16. Other Business		
Meeting was declared closed at 5:27 PM		