



## **National Minutes**

**And**

**Information from  
National Leadership Team**

**May 2025**

# MINUTES AND INFORMATION FROM NATIONAL LEADERSHIP TEAM MEETING

Wednesday 28 May 2025

**Attendees:** **National Executive:** National President Elizabeth Birch,  
**National Vice President:** Lorraine Thomson

## National Councillors:

**Lyall Aldridge** Brisbane and Surrounds; **Hazel Austin** Central & Eastern Metropolitan Melbourne; **Kris Behets** Perth and Surrounds; **Angie Carroll** Hunter/Central Coast Region;; **Dianne Fiddes** Lower Mid North Coast of NSW and Inland; **Jean Jennings** The Sunshine and Fraser Coast; **Pat McRae** NSW South Coast Berry to Eden; **Bernie McSwain** Metropolitan Adelaide and Surrounds including Sunraysia; **Jill Mason** NSW Northern Rivers; **Aletia Norman** New England and North Central NSW; **Janet Park** North and Western Metropolitan Melbourne & North and Western Country; **Elizabeth Terry** Central and Southern Sydney

**VIEW National Office** National Manager **Maryanne Maher**; Office Coordinator **Linda Custer** (Minute Secretary); Operations Coordinator **Rebecca Crofts**

**Apology:** **Pam Evans** Sydney North Shore & Northern Beaches

**The Smith Family:** **Lisa Allan** Head of State and Territory Operations  
**Tracy Unwin** Company Secretary  
**Jo Booth** Corporate Partnership Manager - Officeworks  
**Rose Leto-Rericic** State Projects Leader NSW/ACT

1	<p><b>WELCOME</b></p> <p>National President Elizabeth Birch welcomed all to the National Leadership Team meeting and opened the meeting by acknowledging the traditional owners and custodians of the land on which they were all gathered.</p> <p>Elizabeth made special welcome to Rebecca (Becca) Crofts who joined the VIEW National Office team in April.</p> <p>Elizabeth then mentioned that during the meeting they would be welcoming the following Smith Family team members who would be presenting on the following:</p> <p>Lisa Allan, Head of State and Territory Operations – The Smith Family Pathways Project</p> <p>Rose Leto-Rericic, NSW /ACT State Project Leader – VIEW Club requests for TSF Speakers including LfL alumni</p> <p>Tracy Unwin, Company Secretary – Insurance</p> <p>Jo Booth, Corporate Partnership Manager – VIEW’s partnership with Officeworks.</p> <p>NP Elizabeth gave an update on <b>65th ‘Blue Sapphire’ Anniversary celebrations</b>, since the February National Leadership Meeting.</p> <p>On 17<sup>th</sup> March, VIEW’s 65<sup>th</sup> Anniversary year was officially launched by the Governor of NSW, Her Excellency the Hon. Margaret Beazley AC KC who hosted an afternoon tea at NSW Government House in Sydney. Over 100 VIEW members from VIEW Cubs in Greater Sydney Area – some of VIEW’s oldest clubs attended including members from the three clubs who were celebrating their 65<sup>th</sup></p>
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<b>Resignation National Vice President–Sandra Jankovskis</b>	<p>Elizabeth informed the National Leadership Team that in April she had received Sandra Jankovskis' resignation as National Vice President.</p> <p>Sandra advised that while it was a difficult decision to make, she had not been well for some time, and it was now time for her to prioritise her health and she asked that her privacy be respected.</p> <p>Elizabeth informed the National Councillors that any Areas/Zones or Clubs previously mentored by Sandra, in NSW will now be mentored by National President Elizabeth Birch and in QLD by National Vice President Lorraine Thomson.</p> <p>Elizabeth sincerely thanked Sandra for her significant contribution as a National Vice President during 2024-25 and wished her all the best in the future.</p> <p>Elizabeth noted that Sandra's National Vice President position will not be replaced at this late stage of 2025.</p>
3	SUB-COMMITTEES AND WORKING GROUPS - REPORTS
<b>3.1</b> <b>External Relations</b>	<p>Maryanne Maher National Manager VIEW spoke to a paper circulated prior to the meeting.</p> <p><b>Working with Women Alliance – National Women's Equality Alliance</b></p> <p>As part of the Working with Women Alliance, the National Women's Equality Alliance (NWEA) will focus on advancing women's economic and health equality and women's leadership.</p> <p>In February, the Director Gemma Killen introduced herself as “a feminist with a background in research and advocacy and I am excited to help bring the voices of women and gender diverse people together so we can have a strong impact on Australian policy and legislation”.</p> <p>Maryanne shared the <b>National Women's Equality Alliance - May Newsletter</b>, Workplace Gender Equality Act Amendments and recent Appointment of members to Policy and Advocacy Advisory Committee. (See appendix 1)</p>
<b>3.2</b> <b>Resolutions</b>	<p>Linda Custer Office Coordinator VIEW spoke to a paper circulated prior to the meeting.</p> <p><b>Resolutions 2024-25</b></p> <p>The sub-committee have notified all VIEW Clubs that submitted a motion for Resolution of the outcome of the results of voting conducted at the February meeting by the National Leadership Team.</p> <p>The Resolution SubCommittee are seeking VIEW members to debate both the Affirmative and Negative sides for each of the three resolutions:</p> <p><a href="#">Resolution 1</a> - Addressing Loneliness and Social Isolation</p> <p><a href="#">Resolution 2</a> - National Education Standards</p> <p><a href="#">Resolution 3</a> - Funding Mental Health Programs for Children</p>

	<p>Any members attending VIEW National Convention in Brisbane in September, who feel strongly about VIEW's resolutions and would like to be part of one of the debating teams, please contact the Chair PNVP Evelyn @ <a href="mailto:evelynm2016view@outlook.com">evelynm2016view@outlook.com</a>. More information will be provided by the Team Leader.</p> <p><b>Past Resolutions</b></p> <p>Template letters for Resolutions 2022-23 see <a href="http://view.org.au/who-we-are/resolutions/">http://view.org.au/who-we-are/resolutions/</a>.</p> <p>The full list of Resolutions debated at Convention since 1965 are also located on this same VIEW webpage.</p>
<p><b>3.3</b></p> <p><b>Community Grants</b></p>	<p>Elizabeth and Maryanne spoke to a paper circulated prior to the meeting.</p> <p>There has been a great response from Clubs approaching the Grants Committee and applying for Grant funds.</p> <p>VIEW Clubs are encouraged to continue where possible, to investigate and apply for community grants especially from banks or local councils. These funds can be used to support a range of VIEW Club activities from promotional events encouraging local women to join VIEW, through to the purchase of equipment for use at your Club e.g. microphones, laptop computers, banners, square readers, etc.</p> <p>Clubs are reminded to refer to Club Handbook 2024-25 Page 21 for more information about applying for grants, in particular with regard to seeking approval from National Office. <b>It is very important that Clubs allow at least 10 working days for National Office to review and approve.</b></p> <p>Once approval has been received, the Club can submit their application and provide a final draft copy of the application to VIEW National Office – as most grants are online applications, login details can be easily emailed for this purpose. Clubs cannot submit final applications until National Office approves the application.</p> <p>When applying for a Grant using The Smith Family as the auspicing organisation it is recommended that the amount the Club is applying for is at least \$1,000. Clubs may wish to include items like a Square Reader and a mobile phone for the Reader to operate from, in order to reach this funding amount. Smaller grant funds can be obtained from other organisations without being auspiced e.g. local Football Clubs.</p> <p>Clubs also need to be aware that the Grant is to be used for equipment etc. required by the VIEW Club and not for students in the area.</p> <p>Clubs are also reminded that Venue Hire is also considered a Grant. Therefore, if clubs are currently paying for the cost of their venue to hold a meeting, please consider approaching them to waiver the cost. The Room Hire Waiver Request form is Available on the VIEW website <a href="http://www.thesmithfamily.com.au/view-clubs/resources/forms">www.thesmithfamily.com.au/view-clubs/resources/forms</a>.</p> <p>If assistance is required, the Grants Committee can be contacted by emailing <a href="mailto:june3@iinet.net.au">june3@iinet.net.au</a> or phoning 0412 617 085.</p>

<p><b>3.4</b></p> <p><b>History Working Group</b></p>	<p>Linda spoke to a paper circulated prior to the meeting.</p> <p>As clubs approach significant milestone events, the History Working Group continue to receive an increasing number of requests for historical information and archival material. While the Working Group are pleased to support these important celebrations, it is important to note that we can only provide information that is currently held within the existing archives.</p> <p>Clubs are reminded that the History Working Group maintains only those archival files that have been formally submitted. The group does not independently collect or create historical records.</p> <p>Key documents, such as inaugural minutes, must be retained by the club but can be forwarded to the History Working Group for archiving at any time.</p> <p>Additionally, the names of Inaugural President, Secretary and some committee members are recorded in a database; however, this record can only be maintained with the cooperation of clubs in providing accurate information. For this reason, it is essential that all relevant forms are completed and submitted when a club is inaugurated.</p> <p><b>Calling interested archivists or historians.</b></p> <p><b>Scope:</b> Compile VIEW archival information to provide an enduring record for future reference. Respond to search requests for information about members, past events, and milestones in the history of the organisation. Creating a digital archive.</p> <p><b>Looking for:</b> Councillors/members with a passion for historical record keeping, to join our team. All Members with knowledge of digital record keeping are welcome.</p> <p>If you would like more information about this role or to join the History Working Group. Please contact <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a>.</p>
<p><b>3.5</b></p> <p><b>VIEW in the Community</b>  <b>– Raising Awareness</b>  <b>including promoting</b>  <b>VIEW</b></p>	<p>National Vice President Lorraine Thomson spoke to a paper circulated prior to the meeting.</p> <p><b>Clubs promoting VIEW to their communities:</b></p> <p>Clubs continue to promote VIEW in their local communities by holding a wide range of events and fundraising activities supported by community minded organisations such as Bunnings and Mitre 10. Congratulations to all VIEW clubs participating in these events.</p> <p><b>International Women's Day</b> in March was celebrated successfully across all states, however, some events were cancelled or deferred due to cyclonic weather conditions in Northern NSW and Queensland. (See VIEW Matters April edition p 8-9).</p> <p><b>Decade Birthday Celebrations, 2025</b></p> <p>Decade birthdays have been celebrated earlier in the year - Temora's 50<sup>th</sup>, Abermain's 40<sup>th</sup>, Pacific Palms Evening, Nambucca/Macksville Evening, Bonville Boambee and Hervey Bay's 30<sup>th</sup>.</p>

More celebrations in the pipeline are, Great Lakes Evening and Tilligerry's 30<sup>th</sup>, Cessnock, Maitland and Picton's 60<sup>th</sup>; Brunswick Valley's 40<sup>th</sup>, and Nambucca River's 50<sup>th</sup>.

Congratulations to all Clubs and members celebrating their significant milestone events and aligning them with VIEW's Blue Sapphire 65<sup>th</sup> Anniversary year.

### **Vice Regal Events in NSW and South Australia**

As referred to by the National President in her opening address:

In March the Governor of NSW, launched VIEW's 65<sup>th</sup> Anniversary year of celebrations by hosting 100 VIEW members from Greater Sydney area at NSW Government House in Sydney.

In April the Governor of South Australia, hosted a cocktail reception for 100 Adelaide-based VIEW members.

At both of these Vice Regal events the Governors acknowledged and congratulated VIEW members on their 65<sup>th</sup> anniversary and, for their volunteering, fundraising, many years of friendship and connecting in the community to support The Smith Family.

### **VIEW Club Inaugural Events**

(see National Office update 4.2)

### **VIEW Area Galas and Zone Workshops/Conferences.**

Members enjoy the opportunity to attend these events to exchange ideas, learn new skills, share knowledge and promote friendships. These support VIEW's focus and messaging with support for The Smith Family. (Councillors can request the Zone Workshops/Conferences presentation from National Office.)

**NSW:** Warringah VIEW Club, Zone workshop in April, South Coast (Berry to Eden) Zone Conference in May, Hunter/Central Coast Gala in May, New England & North Central Coast Gala in June, Lower Mid-North Coast Gala in July and Riverina /South-West Slopes Gala in August.

Thank you to National and Zone Councillors for completing the '**Councillor Summary of Visit Form**' to be shared when photos are provided on the VIEW website and Facebook.

### **South Australian Community Fundraising Activities**

South Australian VIEW Clubs have volunteered at two very successful community fundraising events this year. The first in January saw 89 SA VIEW members from 13 clubs volunteer as "Traffic Marshalls" for the *Tour Down Under* cycling event - an international 6 day cycling race held in Adelaide and surrounds. Over \$11,000 was raised by those members.

The second significant SA community event in April saw VIEW members volunteering at the *AFL Gather Round* (18 AFL teams play in Adelaide and surrounds, this year games included a newly developed ground at the Barossa Valley). Thirty members from 7VIEW Clubs volunteered as "Bus Ambassadors" for visitors to and

	<p>from the Barossa Valley. SA Clubs raised over \$20,000 during this event. Well done SA VIEW Clubs!</p> <p>We encourage all VIEW Clubs and members to consider community volunteering opportunities in their local communities. Not only is this a rewarding way to raise funds, it also raises awareness of VIEW in the community.</p> <p><b>‘Requests for Speaker’s at events</b></p> <p><b>Executive to attend VIEW Club events:</b></p> <p>Please be reminded when requesting VIEW National Executive to attend significant events to send your invitation to <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a> – all invitations will be considered at regular Executive meetings.</p> <p><b>Requests for The Smith Family Team Leadership/LfL Speakers</b></p> <p>Clubs are reminded when making requests for The Smith Family Team Leaders and/or LfL Alumni – to please follow the online process as per your individual state for information. (<a href="https://www.thesmithfamily.com.au/view-clubs/resources/forms">https://www.thesmithfamily.com.au/view-clubs/resources/forms</a> - under Events). Clubs should not be contacting local Smith Family teams to invite them to events.</p> <p>Refer to 6.4 Rose Leto-Rerecic’s comments: <b>VIEW Club Requests for TSF Speakers including LfL alumni</b> now called ambassadors as they mostly employed and working.</p>
<p><b>3.6</b></p> <p><b>VIEW in the Community promoting VIEW and The Smith Family – Speaker’s Bureau</b></p>	<p>National President Elizabeth Birch spoke to a paper circulated prior to the meeting.</p> <p>As this is a special year for VIEW as we celebrate our 65<sup>th</sup> anniversary, it is hoped that Speakers Bureau members will explore more opportunities to promote VIEW and our work with The Smith Family.</p> <p>Organisations such as Lions, CWA, Rotary, Probus etc offer great opportunities to spread the word and inform them about who we are and what we do and perhaps offer an alternative to their members who might want to become involved in our work.</p> <p>The Speaker Bureau speech has been updated for 2025 and is available for existing or new speakers together with VIEW Key Messaging, to assist in answering questions from the audience.</p> <p><b>Reports:</b></p> <p>On 20 March <b>Anne-Louise O’Connor, PNP</b> presented to Paterson, CWA in the Hunter Area NSW. She was joined by PNC Robyn Bosch and together they showed a short video and power point presentation to the 14 women about The Smith Family and how we work together to provide educational opportunities for Australian students experiencing disadvantage through the <i>Learning for Life</i> program.</p> <p>On 22 May, <b>Gwen Wilton, PNP</b> presented to a local Camden, NSW over 50s interest group (approx. 25 men and women)., She spoke about VIEW and The Smith Family and distributed brochures and</p>



	<p><i>Real People Real Stories</i>. The group donated \$400 to The Smith Family's Winter Appeal.</p> <p>Please contact PNP Gwen Wilton if there is an opportunity to promote VIEW and The Smith Family to an external audience or for advice on either a speaker in the area or an updated USB with current facts and figures so that audiences are fully engaged and informed.</p> <p>PNP Gwen Wilton, <a href="mailto:gwenwilton@outlook.com">gwenwilton@outlook.com</a> (0418 650 257 - 12 Antill Street Picton NSW 2571)</p>
<p><b>3.7</b></p> <p><b>VIEW in Community – Promoting VIEW via Website and Social Media</b></p>	<p>Linda spoke to a paper circulated prior to the meeting.</p> <p><b>Website</b></p> <p>VIEW Website continues to be updated by Website Working Group and VIEW National Office.</p> <p>VIEW National Office has been working with The Smith Family Digital Team to update VIEW Club page on The Smith Family website and VIEW website updates.</p> <p><b>Club Page Changes on VIEW Website</b></p> <p>All Clubs are encouraged to review their Club Page on VIEW website to ensure that the following information is up to date:</p> <ul style="list-style-type: none"> <li>• Contact details - email and phone number</li> <li>• Meeting address, venue and time</li> <li>• photos of recent (2025) Club Activities/members</li> <li>• Include Event/News items for upcoming events and Activities – to let other clubs in your area know what is happening, not just your members.</li> </ul> <p><b>Q: Who do you submit your Club page updates/additions to?</b></p> <p><b>A: Website Working Group</b> – all <b>VIEW Clubs</b> should continue to submit their updated photos of recent events, and information of activities to the <i>Website Working Group</i>.</p> <p><b>Q: How do you do this?</b></p> <p><b>A: Complete the online form on the Website</b> - <a href="https://www.thesmithfamily.com.au/view-clubs/find-a-club/submit-view-club-details-or-news">https://www.thesmithfamily.com.au/view-clubs/find-a-club/submit-view-club-details-or-news</a> or email the Website Working Group at <a href="mailto:viewwebsite@thesmithfamily.com.au">viewwebsite@thesmithfamily.com.au</a>.</p> <p><b>Note:</b> The Website Working Group are not located in VIEW National Office, they are dedicated VIEW members who volunteer their time and efforts to keep the VIEW website updated.</p> <p><b>Regional News and Events</b></p> <p>All Councillors are encouraged to advertise their upcoming events on the News for their state. This will reach a broader VIEW audience not just single clubs. Councillors are also encouraged to post News items of events they have attended, sharing those stories with Clubs in the area as well (form available at <a href="https://www.thesmithfamily.com.au/-/media/files/view-clubs/resources/forms/2025/councillor/councillor-councillor-">https://www.thesmithfamily.com.au/-/media/files/view-clubs/resources/forms/2025/councillor/councillor-councillor-</a></p>

[summary-of-visit.docx](#)). Councillors are reminded to provide suitable photos along with their article (recommend two).

## **Social Media (February-April)**

### **Social media update – October 2024-January 2025**





VIEW Clubs Facebook page now has over 2,700 followers, up from 2,600 at the end of January. We aim to post 4-5 times a week. We also engage with the VIEW Clubs on Facebook, liking and commenting on their posts to grow their reach.

We have 359 followers on Instagram and have made 548 posts. We don't post as much on Instagram and we try to make sure the photos are very good quality, with VIEW branding. We try to use hashtags on Instagram posts.

**Please remember to use social media** (Facebook) to promote your club's upcoming events/activities; and **Keep your VIEW Club's webpage up to date** with your correct contact details.

### **Best Facebook posts for February - April**

	<p>New Club - Kyneton new club 29 April Views 2925 <i>Opening of New Clubs is always popular</i></p>
	<p>VIEW 65<sup>th</sup> Anniversary Celebration - SA Vice Regal Event 23 April Views 2986 <i>Great follow on story from NSW Vice Regal Event</i></p>
	<p>VIEW Matters - April 2025 edition 16 April Views 4220 <i>Members look forward to VIEW Matters</i></p>

		<p>VIEW 65<sup>th</sup> Anniversary Celebration - NSW Vice Regal Event 24 March Views 2434 <i>The start of VIEW 65<sup>th</sup> Anniversary Celebrations for 2025</i></p>
		<p>Cyclone Alfred - Queensland and Northern NSW Clubs 5 March Views 3339 <i>VIEW members genuinely care for each other</i></p>
		<p>National Leadership Team Meeting - February 2025 24 February Views 3672 <i>Great to see VIEW National Leadership Team at work</i></p>
		<p>Committees 2025 25 February Views 2934 <i>VIEW Clubs proud to share who their leaders are (one of many posts)</i></p>
<p>Do you have an interesting VIEW story? We are always looking for VIEW members to profile in our popular "Meet a Member" series. If you know a member with an interesting VIEW story, please send her details (email and phone) to Luisa or</p>		

	<a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a> . Luisa will contact the member and see if she would like to participate.
4	PROJECTS AND REGULAR UPDATES
<b>4.1 Learning for Life Student Update</b>	Dianne Fiddes National Councillor Lower Mid North Coast of NSW and Inland gave a brief update on the student sponsored by the National Leadership Team.
<b>4.2 National Office Update</b>	Maryanne spoke to a paper circulated prior to the meeting.
<b>The Smith Family Winter Appeal 2025</b>	<p>The Smith Family Winter Appeal has now commenced and runs to the end of July VIEW Clubs are encouraged to support this appeal by:</p> <ol style="list-style-type: none"> <li>1. Donating any excess Club funds held at this time of the year (<a href="https://www.thesmithfamily.com.au/view-clubs/resources/-/media/D3E5D6958CE145F2B43C61DD2C000D9E.ashx">https://www.thesmithfamily.com.au/view-clubs/resources/-/media/D3E5D6958CE145F2B43C61DD2C000D9E.ashx</a>), and</li> <li>2. Placing the Winter Appeal media release in local media (sent to clubs on 8 May and is available at <a href="https://www.thesmithfamily.com.au/view-clubs/resources/media-releases">https://www.thesmithfamily.com.au/view-clubs/resources/media-releases</a>)</li> </ol> <p>Donations to the Winter Appeal provide <i>Learning for Life</i> students with access to vital reading support and after-school Learning Clubs from the start of Term 3.</p> <p><b>VIEW Clubs can donate to The Smith Family's Winter Appeal by EFT or Cheque.</b></p> <p><b>If paying by EFT</b>, email your Club's EFT Form and email to <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a>. <b>If paying by cheque</b>, post VIEW Donation Form to GPO Box 5348 SYDNEY NSW 2001.</p>
<b>National Volunteer Week (NVW) - 19-26 May</b>	<p>NVW Media Release was sent to all clubs on 19 May. Clubs were encouraged to promote VIEW Clubs and the community volunteering members are involved in locally.</p> <p>During NVW, on 21 May VIEW members were invited to The Smith Family Blacktown National Volunteer Day celebration– (Elizabeth Terry National Councillor Southern Sydney, Sandra Fong Zone Councillor Western Sydney, Karen Dean Macarthur Evening VIEW Club and Frances McDaid Nepean Evening VIEW Club) together with VIEW National Office, to promote VIEW to all of the volunteers attending on the day.</p>
<b>Club Treasurers' Action required - Club Bank Statements required as at 30 June</b>	<p>As advised in January, to finalise VIEW Clubs Audit for the period ending <u>30 June 2025</u>, <b>The Smith Family auditors require each VIEW Club to submit a copy of their bank statement for 30 June 2025</b> to satisfy The Smith Family financial reporting obligations. Please see "<i>VIEW Club Cashbook request for Audit 2024</i>" memorandum sent in January 2025.</p> <p>All Clubs are asked to provide a copy of their Club's bank statement as at <u>30 June 2025</u> <b>by Friday 4 July 2025</b>.</p>

	<p><u>If your Club is unable to obtain statement as at 30 June 2025 by the due date, please provide your May 2025 statement.</u></p> <p><b>How to send this Statement?</b></p> <ul style="list-style-type: none"> <li>• Provide the PDF or readable image file via email to <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a> (preferred method). Please ensure your Club's Name is clearly stated.</li> <li>• Send a hard copy via post to <b>GPO Box 5348 SYDNEY NSW 2001</b>. <u>Please Note: postage can take up to a week to arrive.</u></li> </ul> <p>If you have any questions please email <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a>.</p>
<b>Outstanding Membership Lists and Annual Subscriptions</b>	<p>There are a number of outstanding Club Membership Lists and Annual Subscriptions which are now overdue. National Executive have been working with National/Zone Councillors to obtain these lists and annual subscriptions.</p> <p>Details provided on the Membership List ensure that we have an accurate record of members and their current details. Annual Subscriptions were due by 18 April (an extension was given to all clubs due to the late January Mailout). Members with unpaid Annual Subscriptions are unfinancial and risk losing continuity of their membership.</p>
<b>2026-27 Zone and National Councillor nominations</b>	<p>Now is the time to be considering stepping into a leadership position with VIEW.</p> <p>Interested and eligible members are encouraged to speak to their Zone/National Councillors to find out more about these rewarding roles.</p> <p>Nominations for all National and Zone Councillor positions are to be forwarded to National Office. Nomination forms are available on the website <a href="https://www.thesmithfamily.com.au/view-clubs/resources/forms">https://www.thesmithfamily.com.au/view-clubs/resources/forms</a>. <b>Nominations close Monday 11 August 2025.</b></p>
<b>VIEW 65<sup>th</sup> Anniversary – merchandise</b>	<p>The limited edition 65<sup>th</sup> anniversary (Blue) <b>Twist and Fold pop-up fan</b> is now <b>available to order</b> via Stock Order form. These fans have been very popular and we have restocked. Those interested in purchasing are encouraged to send their order to National Office as soon as possible.</p> <p>New <b>VIEW Bumper Stickers available now</b> – these stickers are a great promotional item that travels around (on your car) with you and promotes VIEW to others.</p> <p>Both the Fan and the Bumper sticker can be ordered via the Stock Order Form available at <a href="https://www.thesmithfamily.com.au/view-clubs/resources/forms">https://www.thesmithfamily.com.au/view-clubs/resources/forms</a> - under Committee Forms.</p>
<b>Blue Sapphire Awards</b>	<p>To celebrate, VIEW's 65<sup>th</sup> Anniversary, we would like to <i>Shine A Light On Your Brilliance!</i> We want you to share the <b>most impactful contribution</b> to VIEW and The Smith Family during 2023 or 2024, or 2025.</p> <p>To enter choose one of the categories below and follow the instructions on the Website</p>



		<p>Awarded to an Area, Zone, Club or Member who has demonstrated...</p> <p><b>VOICE:</b> key advocacy raised awareness about VIEW and advocated for Australian children experiencing disadvantage.</p> <p><b>INTERESTS:</b> the most innovative, clever or creative way to attract women to their Club through a local or national initiative.</p> <p><b>EDUCATION:</b> an impactful way of connecting with students on the <i>Learning for Life</i> program or The Smith Family staff in their local area.</p> <p><b>WOMEN:</b> an <b>impactful</b> and or <b>innovative</b> volunteering or fundraising activity that supports The Smith Family providing educational outcomes for Australian students experiencing disadvantage.</p> <p>We have received some nominations and encourage clubs to consider their members for this award.</p> <p>For more details on how to enter please visit <a href="http://www.thesmithfamily.com.au/view-clubs">www.thesmithfamily.com.au/view-clubs</a>.</p> <p>Competition Open now and Closes: 1 August 2025</p>
<b>VIEW Convention September 2025</b>	<b>National 5-7</b>	<p>Over 400 women have already booked for VIEW National Convention Brisbane 5-7 September 2025 which will be loads of fun and full of surprises. Members are encouraged to Register now, so they don't miss out.</p> <p>Clubs have received several hard copies of the Convention registration pack and these can also be accessed on the VIEW website at <a href="https://www.thesmithfamily.com.au/view-clubs/events/national/convention-2025">https://www.thesmithfamily.com.au/view-clubs/events/national/convention-2025</a>.</p> <p>National Convention is a terrific way to introduce new and potential members and friends to VIEW.</p> <p>Clubs are encouraged to share the latest <b>Convention Blast</b> sent in the April Club mailout, with information about the exciting speakers and entertainers who have accepted our invitations to date.</p> <p>Stay tuned as there are some exciting developments for those that register.</p>
<b>Recent Development VIEW Clubs</b>	<b>Club -New</b>	<p><b>Victoria – Kyneton – opened in April</b></p> <p>On 28 April, close to 120 Victorian VIEW members, friends and guests including The Smith Family Regional Programs Manager, Tania Leishman celebrated the official opening of Kyneton VIEW Club with its 36 new members. Special guests included VIEW National President Elizabeth Birch who presented the VIEW badges and Charter to the Committee members and congratulated the inaugural members, led by President Susan Doyle. Mayor Dominic Bonnano, Macedon Ranges Shire Council, Deputy Mayor Kate Kendall and West Ward Councillor Janet Pearce all joined in celebrations and welcomed VIEW to their community. Vic. Development Team will now turn their attention to potential new clubs in Torquay and Southern Peninsula VIC.</p>

	<p><b>Queensland – Capricornia (Rockhampton) – opened in May</b></p> <p>On 10 May, over 40 women and guests celebrated the opening of Capricornia VIEW Club (QLD) in Rockhampton.</p> <p>The day was supported by the local Smith Family Team, Dan Smith, Karen Mulligan and Andrea Bottomley, as well as Federal Member for Capricornia Michelle Landry, and local Councillor Shane Latcham.</p> <p>Visiting VIEW members included VIEW National President, Elizabeth Birch, members from Fraser Coast, Hervey Bay, Mackay and Bundaberg VIEW clubs travelled to join in the celebrations with the 28 inaugural members.</p> <p>Capricornia VIEW Club will be led by President Sharon Collins who commented about how excited she was to be leading a young, vibrant and energetic committee and members.</p> <p>Far North QLD Development Team will focus on developing a potential club in Townsville and in the future Cairns.</p> <p>Congratulations to all VIEW members, current and past Senior Officers and the Development teams for their hard work in developing these two clubs.</p> <p><b>NSW – Murrumbateman VIEW Club – opening in June</b></p> <p>Murrumbateman will hold its inauguration on Tuesday 10 June.</p> <p><b>Western Australia</b></p> <p><b>Potential opportunities Bunbury</b></p> <p>Bunbury, Margaret River and Mandurah – Also Interest in setting up a Club in Yanchep. Contact: Mary Deakin 0427 335 158 / <a href="mailto:zonec.wa@gmail.com">zonec.wa@gmail.com</a></p> <p>If members have friends or relatives living in any of the above mentioned areas, please encourage them to make contact with the local VIEW representative.</p> <p>Alternatively, if any members know of an area that would benefit from a VIEW Club, please contact your local Development Team, National Councillor or contact <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a>.</p>
<p><b>VIEW Matters Magazine – November 2025 Edition</b></p>	<p>The April edition of the VIEW Matters magazine has been distributed to Clubs and is available in an e-book version on VIEW Website.</p> <p>VIEW Matters November edition is now in production and Clubs are invited to submit an article for consideration. Submissions close 1 September 2025. Please send your article with a couple of high-resolution photos to <a href="mailto:view@thesmithfamily.com.au">view@thesmithfamily.com.au</a>.</p>
<p><b>Making a Difference Awards 2024-25</b></p>	<p>VIEW Clubs are encouraged to nominate deserving members for a “Making a Difference Award”. Relevant information and details are available on the website (<a href="http://view.org.au/resources/forms/">http://view.org.au/resources/forms/</a>). The current quarter closes on 31 July to allow last minute nominations before closing for the year. Winners will be part of the Honour Roll at National Convention 2025 in Brisbane.</p>

<b>Badge/Merchandise Mailouts</b>	VIEW National Office is currently up to date with Merchandise and Badge orders. Clubs are reminded to allow time for orders to be processed by National Office, as we endeavour to post out merchandise/stock orders on a regular basis. Badge orders are ordered once a month from our suppliers and can take 4-5 weeks for processing.
<b>Club and Councillor Handbooks 2026-27</b>	The Club and Councillor Handbooks are updated every two years and are currently under review for 2026-27. Any feedback or improvements to the Club and/or Councillor Handbooks should be forwarded via email to Lyn Geer ( <a href="mailto:lyngeer@bigpond.com">lyngeer@bigpond.com</a> ).
<b>Request for Speakers - TSF team and LfL students - NSW/ACT, QLD, VIC, SA &amp; WA</b>	<p>Clubs requiring TSF Team and <i>Learning for Life</i> Speakers for significant VIEW events eg IWDs, Galas, Zone Conferences and Decade Birthdays are reminded to complete and forward their requests at least <b>three (3) months</b> prior to their event.</p> <p>Refer to 6.4 Rose Leto-Rerecic's comments: <b>VIEW Club Requests for TSF Speakers including LfL alumni.</b></p>
<b>4.3</b>  <b>Governance and Leadership Project: Geographic Boundaries</b>	<p>Maryanne spoke to a paper circulated prior to the meeting.</p> <p>Subsequent to the February National Leadership Team meeting (4.3)</p> <p><b>Consolidation of Clubs/ Zones/Areas</b></p> <p>Where changes to Zones and Areas had been proposed and recommended by the Area project teams, the National Executive met (via Microsoft Teams) with the Area Project Teams to confirm that the proposed recommendations were still relevant and that there was nothing further to take into consideration. In some Areas/Zones upon reflection the Area Project Team reconsidered their initial recommendations.</p> <p>The National Executive, working with the Area Project teams have contacted Clubs in affected Zones/Areas advising of the changes.</p> <p><b>Recommendations made by the Geographic Boundaries Project teams</b></p> <p>The aim is that these changes will inspire greater connections and reinvigorate the Area, with the potential development of new clubs in the future.</p> <p>It is envisaged that these changes will encourage members to step into the leadership roles of Zone/National Councillor and create the least amount of disruption to the Clubs.</p> <p>The proposed recommendations as set out below have been endorsed by the Governance Project Working Group.</p> <p><b>All changes will take effect from 2026.</b></p> <p><b>Area NA Hunter/Central Coast</b></p> <p>Currently there are 17 Clubs in four Zones. The recommendation was to merge Clubs in Zone NA04 Clubs: Bateau Bay, Gwandalan and Toukley with Clubs in Zone NA03 Bel Air, Hunter, Redhead and Wangi Wangi.</p>



**North Shore & Northern Beaches (NC); Sydney Central and Southern Sydney (ND) and Western Sydney region (NE)**

The recommendation was to merge all three Areas (NC, ND and NE) into one Area known as *Greater Sydney*. The individual areas would then form three Zones.

The Greater Sydney Area (22 Clubs) will have one National Councillor position and a Zone Councillor for each of the three Zones.

**Area NH NSW Central Tablelands, Central and Western Slopes and Western Plains**

With recent Club closures: Parkes Evening and Dubbo VIEW Clubs, all 10 Clubs would be consolidated into one Zone/Area.

**Area NJ Northern Rivers**

With the recent closures of Casino and Tweed Coast Clubs in this Area the recommendation was to consolidate all 8 Clubs into one Zone/Area.

**Area NM Upper Mid North Coast and Clarence Valley Region**

With the recent closures: Bellinger Valley, Korora and Yamba Day VIEW Clubs the recommendation was to consolidate all 8 Clubs into one Zone/Area.

**Area VB South Eastern Metropolitan Melbourne to the Mornington Peninsula & Gippsland**

Currently there are 17 Clubs in Area VB in three Zones VB01, VB02 and VB03.

The proposed change is to move Springvale VIEW Club from VB01 to VB02.

Implementation of these changes will come into effect in 2026.

There were no identified recommendations for consolidation of clubs/zones or Areas in Qld, SA, WA or Tasmania. All Clubs in the Zones/Areas listed above were provided with a letter from their National/Zone Councillor, explaining these changes.

There have been no negative responses from any of the Clubs/Zones/Areas affected.

Consolidation of Areas and Zones will mean a reduction in the number of required National and/or Zone Councillors in the future.

**Recommendation to National Leadership Team:**

The National Leadership Team agreed to the recommendations proposed by the Geographic Boundaries Project teams as follows:

- Hunter/Central Coast Region (NA) merge clubs in Zones NA03 and NA04

- North Shore & Northern Beaches; Sydney Central and Southern Sydney and Western Sydney Region merge the three areas into one with each area becoming a Zone of the Area now to be known as Greater Sydney
- NSW Central West (NH) consolidate all Clubs in the area into one Zone/Area
- NSW Northern Rivers (NJ) consolidates all clubs into one Zone/Area
- Upper Mid North Coast and Clarence Valley Region (NM) consolidates all clubs into one Zone/Area
- South East Metro Melbourne to the Mornington Peninsula and Gippsland (VB) move Springvale VIEW Club from Zone VB01 to Zone VB02

**Moved:** Angie Carroll

**Seconded:** Hazel Austin

**Carried:** Unanimously

### **Next Steps for the Governance and Leadership Project**

The National Executive and National Leadership Team will continue to review:

- the VIEW governance structure and leadership model for the future including the positions and the tenure of the roles together with the Area Project Teams proposed recommendations for the expansion of Zones/Areas in Queensland, Victoria and Western Australia.
- the support and education opportunities for VIEW members to develop leadership skills and an increased sense of agency. Learning and development for Committee Members as well as Leadership Team - Zone/National Councillors and National Executive. As well as the training requirements and supporting materials for all positions, which will help encourage members to step into these roles and the support materials available to them to complete their roles.

These projects will continue into 2026.

### **VIEW Culture refocus guide and Dispute Resolution**

As a preliminary step to developing the governance structure and leadership model, the Governance Project Working Group have developed *VIEW Culture refocus guide and Dispute Resolution amendments*. In 2020, VIEW's 60<sup>th</sup> anniversary year, we undertook to refocus the VIEW mission and vision to better reflect the established culture of our organisation ascertained from surveys taken by members across the country.

In 2025, VIEW's 65<sup>th</sup> anniversary year, we are taking the opportunity to reflect on our culture and how we can keep our values living and breathing within the VIEW community.

	<p>A refocus guide to VIEW's Culture that includes our Vision, Mission and the standards set out in VIEW's Guiding Principles and Code of Conduct will be provided initially to all National and Zone Councillors to discuss how they will introduce this to the clubs in their Areas/Zones.</p> <p>(See VIEW Culture refocus guide and Dispute Resolution paper – 4.4)</p>
<p><b>4.4</b></p> <p><b>VIEW refocus and dispute resolution</b></p>	<p>Becca Crofts Operations Coordinator VIEW spoke to a paper circulated prior to the meeting.</p> <p><b>VIEW Culture Refocus and Dispute Resolution</b></p> <p>In 2020 VIEW undertook to reassess its vision and mission. Five years later, we are looking to refocus on our VIEW Culture.</p> <p>VIEW Clubs is proud of the strong culture which has developed over 65 years of connecting women in communities across Australia, to support The Smith Family and improve educational outcomes for Australian children and young people experiencing disadvantage.</p> <p><b>Background</b></p> <p><b>What is Culture?</b> Our culture is what it feels like to be part of the VIEW community. When we get culture right, our members feel safe, seen, and valued, and we are all proud to be a member of a VIEW Club. Our strong positive culture of being kind, welcoming and inclusive is a driving factor in attracting and keeping new members.</p> <p>Our VIEW culture is described in our Vision, Mission, Guiding Principles and Code of Conduct. To keep the VIEW culture alive and in practice it is important that they are known and understood by all members and kept at front of mind.</p> <p><b>VIEW Vision:</b> Women creating and leading a more inclusive Australian society</p> <p><b>VIEW Mission:</b> As a leading voice and valued support network for women, VIEW actively raises awareness of and participates in the work of The Smith Family.</p> <p><b>VIEW Guiding Principles:</b></p> <ul style="list-style-type: none"> <li>• Inclusive and welcoming</li> <li>• Diverse and respecting</li> <li>• Supportive and caring</li> <li>• Locally focused while nationally active</li> <li>• Collaborative and future looking</li> </ul> <p>Clear culture gives people permission and language to speak up early, and constructively when something doesn't meet the standards we hold each other to. When a VIEW member's conduct does not align with the VIEW culture, other members and the Club Committee will be empowered to address the behaviour at a club level.</p> <p><b>Clarifying Expectations</b></p> <p>Not everyone intuitively understands the meaning of our guiding principles, nor will they consider the same behaviour to be</p>

exemplifying those principles. Not everyone who joins VIEW will be aware of our culture, and we need to be clear about what we value and what we expect from each other.

### **Keeping Culture Alive**

Effectively embedding our Guiding Principles, Mission and Vision in the living culture of VIEW, requires regular touch points reinforcing positive examples of our culture. Using the language of the Guiding Principles in the way we thank our members for their contributions to VIEW keeps the Guiding Principles front of mind and a natural part of the vocabulary of VIEW women.

- The “Making a Difference Award” is designed to honour women who display VIEW’s values and guiding principles, reinforcing their importance to our culture. Making a Difference Award will be amended to explicitly include the VIEW Guiding Principles. and encourage applicants to specify which Guiding Principle/s their nominee embodies and how.
- The National Leadership Team, National Councillors, and National Executive to lead by example, regularly acknowledging exemplary behaviour of VIEW Members and using the language of our Guiding Principles when they do. This is a small but meaningful change from thanking a member for their assistance to thanking them for being *Supporting and Caring* by assisting you.
- A refocus guide to VIEW’s Culture that includes our Vision, Mission, Guiding Principles and Code of Conduct with examples will be created and distributed to National and Zone Councillors to establish the best ways to distribute this information to the clubs in their Areas/Zones. This could be by National Councillors giving VIEW Culture presentation when attending clubs on annual visits.
- National/Zone Councillors to champion the VIEW Culture refocus and VIEW culture refocus document by encouraging and facilitating conversations with clubs in their areas about what the VIEW Guiding Principles mean to them and how the women around them embody the Guiding Principles.
- Members will have access to specific and practical explanations of what the Guiding Principles mean in VIEW and examples of the kinds of behaviour that exemplify each of our Guiding Principles.

### **Empowering Clubs to address behaviour not aligned to VIEW Culture**

Where a member’s behaviour does not align with VIEW values and needs to be addressed, the member should first be approached informally face to face by another club member or committee member to explain the issue or concern promptly, politely and privately.

The member will be provided an opportunity to recognise that their behaviour does not align with the VIEW Culture, the impact it has

	<p>had on the club and the other members and be afforded an opportunity to remedy their behaviour.</p> <p>We encourage clubs to take this initial step informally and promptly as soon as any inappropriate behaviour is displayed by a member to prevent escalation and increasing negativity. In many cases, a member may be unaware that other members consider their behaviour to be inappropriate and a quick casual conversation may be enough to address concerns and support a constructive outcome.</p> <p>In the event that an informal conversation with a member does not resolve the issue, we have developed a more in-depth guide to support club committees handling these matters at a club level. The VIEW Club Handbook 2026-27 will be amended to include the following:</p> <p><b>CONSEQUENCES OF NON-COMPLIANCE WITH VIEW CODE OF CONDUCT, GUIDING PRINCIPLES AND CHARTER</b></p> <p>All members have a responsibility to act in accordance with the VIEW Code of Conduct, Guiding Principles and Charter. Failure to do so may result in action being taken against a member which could result in cancellation of membership.</p> <p>The VIEW Code of Conduct and Charter endorse standards and expectations which members must abide by, including agreeing to abide by the guidelines, rules and regulations of VIEW clubs.</p> <p>VIEW Guiding Principles encourage members and committees to be inclusive, respectful, supportive and collaborative.</p> <p><b>Initial attempt to resolve issue with a member</b></p> <p>If an issue arises between a member and one or more members, an informal approach to resolve the issue should be adopted by the club committee in the first instance. An issue may involve a member not abiding by the VIEW Code of Conduct, Guiding Principles or Charter. A club committee member is encouraged to meet, preferably in person, with the member to discuss concerns, including about their behaviour in an attempt to resolve the issue and ensure that the VIEW Code of Conduct, Guiding Principles and Charter are followed in future. This meeting should take place in a timely manner, no more than 14 days from the date the issue is known to all parties involved.</p> <p>The meeting must allow all parties a reasonable opportunity to be heard and should attempt to resolve the dispute by reaching agreement. For more practical assistance, please refer to the <i>Conflict/Dispute Resolution Guide</i> in Appendix [A].</p> <p>If the informal approach does not resolve the issue of concern to the satisfaction of all parties, the following procedures should be followed.</p> <p><b>1. Formal Meeting</b></p> <ul style="list-style-type: none"> <li>• If a member repeatedly breaches the VIEW Code of Conduct, Guiding Principles or Charter, the club committee may decide that a formal meeting involving a verbal caution is necessary to address a member's behaviour.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Prior to the meeting, the Club President must write to the member to tell them why they propose to hold a formal meeting.</li> <li>• The Club President and a VIEW member acting as an observer should meet with the member privately to raise the committee's concerns and must ensure the following requirements are met: <ul style="list-style-type: none"> <li>- The member must be given a reasonable opportunity to explain themselves and respond to the Committees concerns raised; and</li> <li>- The observer is there to listen and help document the meeting only. Documenting means after the meeting a written record is created that includes: <ul style="list-style-type: none"> <li>▪ Time, date and place of the meeting;</li> <li>▪ VIEW members/committee in attendance and their positions;</li> <li>▪ Example(s) of behaviour raised and any explanation given by the member; and</li> <li>▪ Change in behaviour that is required so that the member's behaviour aligns with the behavioural standards set out in the VIEW Guiding Principles, Code of Conduct and Charter.</li> </ul> </li> </ul> </li> <li>• The written record is to be forwarded to the Zone/National Councillor to ensure that they are aware of the issue and able to provide any required support or guidance.</li> <li>• The member must be given a further reasonable opportunity to rectify concerns raised about non-compliance with the VIEW Code of Conduct, Guiding Principles and Charter.</li> </ul> <p><b>2. Determination</b></p> <ul style="list-style-type: none"> <li>• If, after following the above procedures, the member continues to demonstrate by their behaviour that they no longer agree to abide by the VIEW Guiding Principles, Code of Conduct and/or Charter, the issue should be escalated to the National President.</li> <li>• The National President, in consultation with the VIEW National Executive, shall make a decision in accordance with the "Cancellation of Membership" section as to whether to cancel the member's membership.</li> <li>• The National President must notify the member of the outcome by providing written reasons as soon as reasonably practical.</li> <li>• There is no requirement to refund a member their fees if their membership is cancelled.</li> <li>• There will be no liability for any loss or injury suffered by a member as a result of any decision made fairly and honestly in accordance with the "Cancellation of Membership" section.</li> </ul>
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	<p><b>The National Leadership Team unanimously agreed to:</b></p> <ol style="list-style-type: none"> <li>1. Champion the VIEW culture refocus and promote the Guiding Principles in their interactions with clubs and members.</li> <li>2. Amend the VIEW Club Handbook 2026-27 to include additional provisions for “consequences of non-compliance with VIEW Code of Conduct, Guiding Principles and Charter” guiding club members and committees through the appropriate steps to take where a member’s conduct does not align with the VIEW Culture and to include a detailed explanation of the National Executives’ powers upon escalation, including cancellation of membership.</li> </ol> <p>Next steps:</p> <ul style="list-style-type: none"> <li>• The culture refocus document will be distributed to National and Zone Councillors to and determine how best to socialise to clubs in their Areas</li> <li>• The MaD Award application form will be redesigned for 2026.</li> <li>• The VIEW Club Handbook 2026-27 will be amended as detailed above.</li> </ul> <p>It is anticipated that:</p> <ul style="list-style-type: none"> <li>• VIEW website to be updated to include page on Guiding Principles and culture (by December 2025).</li> </ul>
<b>5</b>	<b>GENERAL BUSINESS</b>
<b>5.1</b> <b>Club Closures</b>	It was noted that the following VIEW Clubs had closed since the February National Leadership Team meeting: Yass Day (AA); Mosman (NC); Caringbah (ND).
<b>5.2</b> <b>2024–25 National and Zone Councillor Update</b>	<p>Lorraine spoke to a paper circulated prior to the meeting.</p> <p>From time to time during the term of the National VIEW Leadership Team changes occur.</p> <p><b>National Councillor changes:</b></p> <p>Last year due to ill health, National Councillor Rosemary Coleman resigned from her position as National Councillor for Area VB.</p> <p>Zone Councillor VB01 Chris Patmore has nominated to take on the National Councillor position for the remainder of 2025.</p> <p><b>Zone Councillor changes:</b></p> <p>In February as part of the Governance Project: Geographic Boundaries recommendations it was proposed that Club committee members be able to take on a Zone Councillor role in their Zone at the same time. (See National Minutes February 2025 4.3b Dual Committee Zone Councillor roles (<a href="https://www.thesmithfamily.com.au/view-clubs/resources/publications">https://www.thesmithfamily.com.au/view-clubs/resources/publications</a>)). This was made available (on a trial basis) from 1 April 2025 and will be reviewed in March 2026.</p>

	<p>National Office has received nominations from the following committee members seeking to take on Zone Councillor roles:</p> <p>Zone NI01 – Leeanne Stubbs (Manilla VIEW Club Vice President)</p> <p>Zone VA03 – Annette Harriott (Boronia VIEW Club Delegate)</p> <p>Both Leeanne and Annette will be asked for their feedback as part of the review of this trial.</p> <p><b>Resignation</b></p> <p>Zone Councillor NK01 Des Tomlin has resigned from her position due to ill Health.</p> <p><b>Recommendation:</b></p> <p>National Leadership Team agreed to ratify;</p> <p>Chris Patmore as National Councillor Area VB</p> <p>Leeanne Stubbs as Zone Councillor NI01</p> <p>Annette Harriott as Zone Councillor VA03</p>
<b>5.3</b> <b>VIEW National Convention</b>	<p>Linda took the NLT through a brief presentation about VIEW National Convention in Brisbane 5-7 September and encouraged them to continue to promote the biennial event to all VIEW clubs and members.</p>
<b>6.</b>	LEARNING AND DEVELOPMENT
<b>6.1</b> <b>Lisa Allan Head of State and Territory Operations</b> <b>The Smith Family Pathways project</b>	<p>Lisa provided an update to the National Leadership Team on a project underway called Pathways that seeks to ensure the long-term sustainability of The Smith Family and its ability to support <i>Learning for Life</i> students and families into the future.</p> <p>It is exploring opportunities to optimise and enhance impact and effectiveness by looking across the feasibility, viability, alignment and participation rates of their program. Guiding principles of the review include continued support for sponsored students, sustaining improved student outcomes, and enabling our long-term strategy and innovation.</p> <p>The outcome of the review is expected mid-June, and it remains business as usual until any potential changes are announced.</p>
<b>6.2</b> <b>Tracy Unwin Company Secretary – Insurance Update</b>	<p>Tracy reiterated information provided to the National Leadership Team in February in relation to the changes to the VIEW Event &amp; Personal Residence Event form. She noted that the Club Handbook is the place to start for information on the insurance coverage generally. <b>Sighting public Liability insurance Certificate of currency for key events</b></p> <p>As we are improving our risk practices, Aon insurance broker has advised VIEW and The Smith Family that when VIEW clubs and Councillors are organising events such as Galas, Birthday Celebrations, Zone workshops/Conferences (which are authorised VIEW Club events as members are engaging in volunteer activities) at an external venue such as RSL, Bowling Club, Council premises, etc., it is best practice, to ask for a copy of the venue's Public Liability insurance Certificate of Currency.</p>



	<p>We encourage VIEW members to follow Aon's advice. Keep a copy on your club/Councillor files for the event or a note that you have sighted it. This will be added as a reminder to the VIEW Event &amp; Personal Residence Event Form.</p> <p>VIEW Clubs and members are reminded that insurance claims are dependent on individual circumstances.</p>
<p><b>6.3</b></p> <p><b>Jo Booth Corporate Partnerships – VIEW's partnership with Officeworks.</b></p>	<p>Jo provided an update on the partnership between VIEW and Officeworks.</p> <p>In June 2025, VIEW Clubs will be provided a new process for ALL VIEW Clubs which will involve all requests</p> <p><b>VIEW Clubs are asked to NOT approach Officeworks stores in their local suburbs/regions directly without completing the VIEW Officeworks online request form and obtaining prior approval.</b></p> <p>VIEW Clubs will need to apply via a new managed process and obtain approval from TSF internally approval before approaching Officeworks stores in person for support.</p> <p>Due to other Officeworks demands, Requests from VIEW can only be made during the months of <b>March, April, July, August, October, November.</b></p> <p>Officeworks have indicated that they will be supportive of VIEW Club requests for:</p> <ol style="list-style-type: none"> <li>1. one (1) pull up banner per club a year</li> <li>2. some printing (within certain guidelines and timeframes) and</li> <li>3. school supplies to students</li> </ol> <p>Notes:</p> <p>Officeworks will no longer able to supply prizes for raffles or events or office supplies. Regardless of previous relationships or existing agreements with Officeworks stores. The head office of Officeworks have requested a change to donation requests.</p> <ul style="list-style-type: none"> <li>✓ Officeworks have asked for all VIEW Clubs to follow the request process which will be managed online and via The Smith Family corporate partnerships team, to combat negative interactions &amp; poor timing that has been experienced in the past. Negative interactions put the larger partnership with Officeworks at risk, hence a change is needed.</li> <li>✓ VIEW, The Smith Family and Officeworks need to standardise the process – both for all Officeworks stores and VIEW Clubs around Australia.</li> <li>✓ This change is very important as it will mean more support for VIEW Clubs nationally and a better relationship with Officeworks in the future.</li> <li>✓ VIEW Clubs to be aware of The Smith Family's long-term Officeworks/TSF partnership which includes Officeworks stores supporting TSF <i>Back to School</i> appeal in January/February.</li> </ul>

	<p>Officeworks already raises \$1.3m each year and supports almost 1900 students on the <i>Learning for Life</i> program.</p> <p><b>Councillors and Clubs will be informed of the new VIEW/Officeworks online request process shortly.</b></p>
<p><b>6.4</b></p> <p><b>Rose Leto–Rerecic State Projects Leader NSW/ACT</b></p> <p><b>VIEW Club Requests for TSF Speakers including LfL alumni</b></p>	<p>Rose spoke about the <b>online process for requesting Smith Family Team members or <i>Learning for Life</i> (LfL) students/alumni to attend VIEW Club events.</b></p> <p>In 2024 VIEW Clubs introduced an online form request (available on VIEW Website at <a href="https://www.thesmithfamily.com.au/view-clubs/resources/forms">https://www.thesmithfamily.com.au/view-clubs/resources/forms</a> under Events) including guidelines for these requests which works well. Clubs and Councillors are encouraged to submit their speaker requests through this procedure. <b>No VIEW Club or Councillor should be contacting any Smith Family Team or Team member with a request.</b></p> <p>Rose stated that currently The Smith Family is finding it very difficult to process <i>VIEW Club requests for TSF Speakers including LfL alumni</i> because a number of Clubs and members are not following the online VIEW process and instead are making requests direct to local Smith Family Team members. This is not the correct process and is causing delays.</p> <p>Accurate recording of requests is required to ensure that requests are processed in a timely manner, and that requests are not overlooked or overbooked and LfL students/alumni receive the recognition they deserve for support The Smith Family by sharing their story.</p> <p>Clubs are also reminded that The Smith Family will <b>not be able to approve Team members or students attending VIEW Club events held in the evening or on weekends.</b></p> <p>With any request for a LfL student or Alumni, a Smith Family Team member will also be attending. Why? The Smith Family take supporting all LfL students and alumni seriously and regardless of age and ability will be available to support the student at these events.</p> <p>The Smith Family receive a large number of speaker requests not only from VIEW Clubs but other external organisations and from their own Teams (eg Great Big Thank You events) and while they endeavour to fill as many requests as possible, the attendance of a Smith Family Team member or LfL student/alumni cannot be guaranteed.</p> <p>VIEW Clubs requests may not be confirmed until at least 2 weeks prior to the event and asked VIEW Clubs do not follow up requests until this time. At the same time, requests may have been approved and scheduled, but sometimes things happen and an event attendance may need to be cancelled at the last minute.</p> <p>Rose thanked VIEW Clubs for using the Speaker Request process and noted that The Smith Family will be refining the request process for all speaker requests and will be working with Smith Family Teams and VIEW National Office.</p>
7	OTHER BUSINESS

	National Councillors shared highlights/success stories from their area.
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Summary of Decision at National Leadership Team Meeting  
May 2025

Agenda Reference	Area of Work	Decision, Policy and/or Procedure
3.1	Sub-Committees and Working Groups - Reports	External Relations
3.2	Sub-Committees and Working Groups - Reports	Resolutions
3.3	Sub-Committees and Working Groups - Reports	Community Grants
3.4	Sub-Committees and Working Groups - Reports	History Working Group
3.5	Sub-Committees and Working Groups - Reports	VIEW in the Community – Raising Awareness including promoting VIEW
3.6	Sub-Committees and Working Groups - Reports	VIEW in the Community promoting VIEW and The Smith Family – Speaker's Bureau
3.7	Sub-Committees and Working Groups - Reports	VIEW in Community – Promoting VIEW via Website and Social Media
4.1	Projects and Regular Updates	<i>Learning for Life</i> Student Update
4.2	Projects and Regular Updates	National Office Update
4.3	Projects and Regular Updates	Governance Project: Geographic Boundaries
4.4	Projects and Regular Updates	VIEW refocus and despite resolution
5.1	General Business	Club Closures
5.2	General Business	2024-25 National and Zone Councillor Update
5.3	General Business	VIEW National Convention
6.1	Learning and Development	Lisa Allan, Head of State and Territory Operations - The Smith Family Pathways Project
6.2	Learning and Development	Tracy Unwin Company Secretary - Insurance update
6.3	Learning and Development	Jo Booth Corporate Partnership Manager – VIEW's partnership with Officeworks.
6.4	Learning and Development	Rose Leto-Rericic – NSW /ACT State Project Leader – VIEW Club requests for TSF Speakers including LfL alumni
	Other Business	