

**AUSTRALASIAN CORRECTIONS EDUCATION ASSOCIATION**

**MINUTES FROM MEETING HELD**

**14 August 2007**

**11.30pm till 12.30pm EST**

**ATTENDEES:**

Ron Cox (QLD), , Christine Laird (WA), Karen Banfield (NSW), Jo McAlpin (NSW), Marty Burgess (NSW), Ken Penaluna (VIC), Margeret Friel ( NT), Julie Wellum (ACT)

**APOLOGIES:**

Chris Sylva (NSW) Marty Langenburg (VIC), Heather Barry (SA),

**Chairperson:**

Ron Cox

**Minutes:**

Jo McAlpin

**VENUE:**

Teleconference

<b>AGENDA ITEM NUMBER</b>	<b><u>AGENDA ITEM</u></b>	<b>ACTION</b>	<b>Timeframe</b>
1.	<b><u>Minutes of previous meeting</u></b>  Minutes of the previous meeting approved by Jo McAlpin and Margeret Friel.		
2.	<b><u>Financial update</u></b>  No change in financial situation. There is currently \$22,220.19 in the ACEA account, and 66 members.		
3.	<b><u>ACEA Melbourne Conference – 2007</u></b>  Ken Penaluna provided an update on the planning for the conference: <ul style="list-style-type: none"><li>• There is a link on the ACEA website to the Melbourne conference.</li><li>• Speakers and range of interests covered in the program are looking good</li><li>• Committee is now chasing corporate sponsorship</li><li>• NCVER book to be launched on the Monday</li><li>• Ron to attend meeting scheduled for early September</li><li>• Marty Burgess to provide a brief history of seminal research papers on correctional education at the conference –with index</li><li>• Malcolm Feiner to be invited to the conference dinner</li></ul>		

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4.	<p><b><u>Chris Sylva's bereavement.</u></b></p> <p>Ron Cox will send letter from ACEA and Karen Banfield will organize to send flowers on behalf of ACEA committee. Ron will advise all of the shared cost.</p> <p>As an interim arrangement until the next Annual General Meeting , it was agreed that Jo McAlpin will act as Secretary and Karen Banfield as Treasurer.</p> <p>All positions will be vacated for election at the AGM on the Monday after the NCVER book launch</p>	<p>Karen Banfield &amp; Ron Cox</p> <p>Jo and Karen to arrange to collect ACEA materials and documents from Chris Sylva</p>	<p>ASAP</p> <p>ASAP</p>
5.	<p><b>Member ship</b></p> <p>Proposal that membership of ACEA be on an annual basis, moved by Ken Penaluna, seconded by Karen Banfield. This decision will need to be endorsed at the AGM.</p> <p>Discussion about corporate membership e.g. TAFE Institutes, in addition to individual memberships, deferred to the AGM.</p> <p>Ken Penaluna to write an Issues paper on Membership including list of benefits, for discussion at the AGM.</p>	<p>Ken Penaluna</p>	<p>October 07</p>
6.	<p><b><u>Research update</u></b></p> <p>See comment in section on Melbourne conference - there was a brief and inconclusive discussion that someone be funded to collate research papers</p>		
8.	<p><b><u>Updating Constitution and 2007 to 2010 Business Plan</u></b></p> <p>Ken Penaluna to give update on constitution at the next AGM</p>	<p>Ken Penaluna</p>	<p>October 07</p>
11.	<p><b><u>Next meeting:</u></b> AGM at Melbourne conference in October</p>		