

COMBINED OLD GIRLS' ASSOCIATION (COGA)

ANNUAL GENERAL MEETING 2012

Discussion Point: Social Media - how is this handled? Who has control? Input?

	Facebook		Alumni on			
School	Facebook	Input by	School Website	Other Social Media	Electronic	Notes
Firbank	Under consideration	nil	Yes	LinkedIn	Potentiality	Development office runs social media and website
Ivanhoe	Yes	committee	yes			each year group has their own informal fb page
Korowa	yes	development office	yes			Korowa also has school facebook
Lauriston	yes	old girls				
MGG	yes	development office				
MLC	Under consideration		yes		potentiality	
PCW	no		yes			
PLC			Yes			
Ruyton	yes	committee	yes			stand alone, must be paid up member
St Caths	no, individual					
Strathcona	yes	registrar	yes			
Tintern	yes	president and development officer	yes	LinkedIn	Potentiality	must be past student, checked
Toorak	yes	committee	yes		Potentiality	

Committee Members

- lack of numbers results in people staying too long
- no length of time on committee
- development officer as a non-voting member of committee
- opening meeting - highlight of the last month - builds rapport among members
- light dinner before meeting
- member from each decade

How are they gathered?

Firbank	invite school captain, word of mouth, personal contact etc
Ivanhoe	Previous Y12s (??) suggested by staff and co-opted and usually stay in 3 years. They then arrange first year out Reunion, volunteers via magazine
Korowa	leavers breakfast hosted by OG, email sent out following February to invite onto committee, email addresses collected at 1 year reunion
Lauriston	daughter of old vice president joined and brought many friends, morning tea for parents who are old girls
MGG	has splintered their Young Girls to be a sub branch
MLC	Invite former prefects to consider joining, 2 school leavers required by constitution, magazine - sent out to whole school community twice a year
PCW	no young members
PLC	
Ruyton	Annual Committee dinner with invitees attending gratis and approached, 4 girls in friendship group from 2007 have joined
St Caths	word of mouth and encouragement, often when they have girls at the school
Strathcona	new members sought via expressions of interest, canvassing of recent leavers - individuals identified, and follow up of interest shown at reunions
Toorak	4 girls in friendship group from 2007 have joined, past Head Girl to join as ex Officio for a term of 1 year, previous year school and deputy captain invited and given role of organising 1 year celebration, struggling to find a Treasurer though Recruit to fill roles - read bios at reunions, strategic planning process in progress, reviewing constitution
Tintern	letter to school captain inviting membership of committee, encourage word of mouth invitations especially for younger members

Age Range of Committee

Firbank	18 to 85
Ivanhoe	19-91
Korowa	
Lauriston	
MGG	
MLC	
PCW	
PLC	
Ruyton	
St Caths	
Strathcona	
Toorak	
Tintern	20 - 70

Terms of Office

Firbank	
Ivanhoe	
Korowa	president stays for 3 years, 5 office bearers in total, 2011 - 3 onto committee, 2010 - 2 onto committee
Lauriston	
MGG	length of Presidency to be between 3-5 years, if they are still committed however they can be re elected for another term,
MLC	past president (no more than 2), president (no more than 2), Secretary (1 year), Treasurer (1 year), maximum 4 years for President after that they leave the committee
PCW	
PLC	President stays for 3 years

Ruyton	no fixed term for office bearers
St Caths	
Strathcona	Average length of time is 10 years, no limit currently in place.
Toorak	executive: 2 year term, max 2 terms, general committee - 6 years max
Tintern	no fixed term for office bearers, terms of office abolished in 2006

Composition of Committee

Firbank	
Ivanhoe	
Korowa	
Lauriston	
MGG	
MLC	Executive has 5 members, President, Past President, Secretary, Treasurer
PCW	
PLC	
Ruyton	President, Secretary, Treasurer
St Caths	
Strathcona	4 office bearers and up to 8 Committee Members: recommended for inclusion: pre 1942, 1943- 45 and current school principal (ex officio)
Toorak	
Tintern	President, Vice-President, Treasurer, Secretary, Minute Secretary, General Committee

Fees - what fees are charged for members, how is it paid, if it comes from the initial deposit how did this happen?

Firbank	\$250 fee	currently year 12 leaving fee but moving to enrolment, collected by school
Ivanhoe	\$150	for life membership, optional on final fee bill, \$30 Annual, \$20 student, by school account, direct debit or cheque
Korowa	\$100	collected at first fees, friend raising rather than fundraising, contribute to Twilight fair, , paid regardless of when they leave and non-refundable
Lauriston	\$100	only get the money for girls that leave in year 12
MGG		all fees go straight to them
MLC	\$125	in conjunction with college admission fees. School gives grant per student covers operation cost including auditing, gifts back to school and to external causes (up to 5% of total holdings)
PCW	\$100	held by development office, enrolment fee
PLC		school collects money from school fees
Ruyton	\$300	board approved ORA fees collection at first fees payment, 2014 preps - Yr 12 new girls, use membership fund to fund scholarship or other contributions
St Caths	\$300	as they leave, opt out only
Strathcona	\$160	per student as part of first fees instalment (approx \$22k - \$24k annually depending on new enrolment numbers). This method introduced by School in 1991 when current OSA Constitution introduced. Separate fundraising for OSA scholarships These fees cover: staff costs (Community Relations Staff member part time), OSA pages of Strathcourier (biannual) and postage to OSA members, OSA letterhead and envelopes as required.
Toorak	\$200	per Life Membership on entry to school whichever level, changing from \$110, payment made in the 2nd year of enrolment junior school included
Tintern	\$75	Constitution change: no fee prior to Year 12 leaving. Life membership - paid by choice. all girls automatic general members. Invitation to join in post year 12 year, discount to attend reunions.

Fundraising - is it required, what has been successful

Firbank	Provide scholarships, bequests used for prizes, don't have a typical annual fundraising event
Ivanhoe	Entertainment books, no fundraising, friendraising, scholarships to current girls in need
Korowa	Golf day, entertainment books, friendraising
Lauriston	
MGG	fund 3 scholarships, hold golf days and raffles
MLC	don't typically fundraise, all events are user pays, more interested in building relationships not funds, money donated to school building fund and charity fundraising
PCW	Lions club shop - work there and receive fundraising dollars, dinner at Caulfield Racecourse - fundraising auctions etc for funding scholarships, cookbook potentially done but was rushed
PLC	all fundraising is for scholarships, fund 3 per year, interview each year.
Ruyton	
St Caths	Old Girls dinners, outings, sports days etc
Strathcona	Required to add funds to Trust for OSA Scholarship, 40% remittance of fees in years 11 and 12: applications from girls who are relatives of OSA members. 1 scholarship awarded annually Best Recipes Cookbook: primarily to raise funds for OSA Scholarship, but also a good marketing tool OSA Cabaret - 2011 and 2012: profits have been used to purchase equipment for Performing Arts in the School Also contribute to fundraising for the School via involvement in School Fair (biennial) and by supporting other school events: Brownlow breakfast, Strathcona Family Association mid year Dinner Dance and Christams Lunch
Toorak	don't typically fundraise but do provide and run the 1 year reunion without support from the school, fund a scholarship
Tintern	no fundraising, estate left to OG for bursaries for girls in need - Principal decides who, also help out at Fete

What Do They Give Their Funds Raised To

Firbank	Scholarships - rowing boat, Y12 common Room donation as link to FOGA older Grammarians lunch, boarders reunions, Y12 gift, Centenary building fund
Ivanhoe	publish own magazine twice a year and can then pass on appropriate info to school re mentoring etc. Year 9 girls envelope for a fee that is donated to charity Scholarships, school captain and vice captain badges, newsletters, supplement Y12 reunion events
Korowa	to specified items for school as determined by old Girls and staff
Lauriston	
MGG	
MLC	scholarships, prizes, archivist, regional meetings, special events, clubs, MLC choral group is subsidised by the Alumni committee Y12 Valedictory gift, badges, keyrings
PCW	Archive requirements, flowers, special presentations
PLC	
Ruyton	welcome gift to each new girl, lunch for older Grammarians, Boarders Reunion, Y12 gift, building fund, artist or other in residence annually
St Caths	
Strathcona	Best Recipes to OSA Scholarship Fund, Cabaret to Performing Arts Within School (2011: wireless microphone headsets)
Toorak	
Tintern	run reunions, no charge for facilities, Y12 gifts

Mentoring – What do they do?

Firbank	Firbank has recently teamed up with the Careers Counsellor and run a Careers Breakfast. Tables of 10 with 2 old girls on each table, have speakers but organised thru school not Old Girls
Ivanhoe	build up mentoring in order to refer students to alumni in preferred professions mentoring system, mentors can come from anywhere in the school family Coerwull Association - members comprise those who have served the school for minimum 5 years - teachers, staff, committee members, can nominate OGS from professions to group
Korowa	careers night, by invitation, Careers evening every 2nd year co-ordinated by careers staff within the school and contact made with recent leavers (within 10 years).
Lauriston	Tried mentoring program with year 12s but they found the old girls irrelevant Wants to create a mentoring system within the old girls network, reunion booklet helpful
MGG	ran an international womens day breakfast, work a lot through goodwill, used to run breakfasts but they faded out.
MLC	invite year 12 students to mentor year 11s support in a particular subject breakfast networking events 4 times a year where a mini cv is filled out and available for distribution to interested Alumni, great for new old girls
PCW	careers night, by invitation
Ruyton	
St Caths	Ogs organise careers morning for years 9,10,11 which is compulsory, optional for year 12, multiple speakers and girls rotating - mentors tend to come from parents
Strathcona	
Toorak	none
Tintern	Old girls come to speak but not through the Ogs, intend running a Networking night in 2013

Procedures Manual - do they have one?

Firbank	old one needs updating, will work in future with Inc Act guidelines OSA General Excellence Scholarship Policy
Ivanhoe	month by month journal of what to do over year
Korowa	
Lauriston	
MGG	has just made a new one, all committee members have one, functions, role descriptions, dates, heritage
MLC	have an induction procedures and welcome manual for new members
PCW	no
PLC	yes
Ruyton	month to month lists of tasks
St Caths	currently developing theirs
Strathcona	OSA Constitution
Toorak	no
Tintern	no

Year 12 Leaving Presents - what if anything do they give?

Firbank	key rings, then mugs, then picture frames now back to mugs (designer mugs with all girls names), life membership certificate
Ivanhoe	Used to give OSA badge to each Year 12: stopped after 2010, but considering reintroduction but instead present at start of Year 12 (to wear on blazer). Welcome back Reunion event provided free of charge. captain and vice captain badges for senior and junior school, celebration night prizes, letter of best wishes prior to exams
Korowa	key rings, also at Speech Night book presentation are made to a Y12 student
Lauriston	ring, membership pack
MGG	badge
MLC	fund the Y12 jumper, book (comes in giftbox), DVD, memorabilia, badge, life membership certificate
PCW	key rings, community service award -yearly
PLC	key ring
Ruyton	paperweights with school logo, letter of encouragement before exams
St Caths	jars of sweets included in a memory box from all community groups
Strathcona	Gift/prize (books) to 2 Deputy School Captains: presented at Presentation Night
Toorak	key ring at last assembly, life membership certificate, badge, lunch with parents
Tintern	TOGA badge

Interschool Tennis Day

Mentone last school to organise 3 years ago, they were given the responsibility to organise.
other suggestions: netball, golf - keen for Old Girls Activities.
last one was at Korowa, would love it back

