



## Balai Bahasa Indonesia Perth Inc

### Board Meeting Minutes for 25 March 2025

Venue: Scotch College Start: 17:00

#### 1. Welcome and apologies

1. Welcome to new Board member Tri Sukardjo
2. Apologies from Danielle, Karen

#### 2. Minutes of the previous Board Meeting

Accepted.

#### 3. Business arising from minutes

Ways to promote BBIP classes to students – e.g. discounts/vouchers for regular/repeating students – to be further investigated.

#### 4. Membership update

There are currently 116 active members.

#### 5. Finance

1. Bank balances – to be provided
2. Treasurer position – Ibu Karen Bailey has offered to do the Treasurer's role. Sue to facilitate a handover between Bruno and Karen.
3. Budget for 2025 – to be considered in more detail once the Treasurer's role is settled.

#### 6. Classes update (Wilfred)

1. Currently break even with teacher-student ratio at Scotch: Beg 1 x 14; Beg 2 x 8; Conversation x 7. Online classes always a struggle to break even. This term Beg 1 x 5; Combined 2&3 x 3; Conversation x 3. If classes are less than 7, it is agreed with teachers to operate a pro-rata payment. Teacher payments were raised from \$50/hr to \$60/hr last year; this year courses were raised to \$220 (Scotch) and \$200 (online).

Term 1 numbers are usually high which seems to be a trend. Term 3 is a concern because numbers fall. Beginner 2 attracts the same people every year because they are reluctant to join Elementary 3 or Conversation. We have considered a "Beginners continuers" course between Beginners 1 and Beginners 2, but this would require an extra teacher. If people enrol for a second time in Beginners 1 could they be placed in a Beginners continuers class (and only new students in Beginners 1)? To be further considered.

2. Ideas for advertising for new students: handing out pamphlets / posters as we've done previously; a stall at Subiaco or Claremont market (find out how to organise); a stall at John Septimus Roe (JSR) pasar malam later this year; a more targeted approach e.g. organisations like AIYA, AIBC, schools that teach Indonesian. Wilfred has previously sent out a survey link to students to find out why they came to BBIP, what they would like more of, etc. Could look at short courses in Indonesian for specific groups. Perhaps use one of Andre Maure's lesson videos to help promote classes. To be further considered.

3. Adobe Connect – this is the platform we use for our online classes. Annual subscription is now due but they have changed to a standard subscription (\$260/yr including 5GB storage) plus a selected storage allocation. We had 108GB of content which Sue has reduced to 39GB by deleting old lesson recordings. Consulted with online teacher Andre Maure and agreed to keep one year’s worth of recordings and delete as we go along to maintain storage below 45GB. Adobe have quoted on this at \$902/year which is similar to what we paid on the old subscription, and we will run with this for 2025.

#### **7. Language Assistant Program (LAP)**

Department of Education requested a 6-month earlier start this year to allow time for visas. Danielle has set up the new application form and guidelines+FAQ, and these are on the BBIP website. Much interest also on the BBIP LinkedIn page. People must have relevant first degree (S1), be living in Indonesia, have less than 2 years’ working experience and be no more than 30 years old by the end of 2026.

#### **8. Indonesian Language Learning Ambassadors (ILLA)**

Sue is coordinating on behalf of WILTA/BBIP. ILLA Ambassadors are Indonesian postgraduate students in Australia on an Australia Awards scholarship who have expressed interest in helping in schools. They will do 6 visits on a roster arranged with the school. Several schools have expressed interest and the program will be finalised in May-June for Semester 2 2025.

#### **9. Koala Storage update**

BBIP has a lockup at Koala Storage in O’Connor containing approx. 25 lecture chairs and perhaps other items removed from our old classroom at the Indonesian Consulate. The general consensus of the Board is that we should sell these items since any other venue we may use for classes will have chairs and tables provided. Sue is trying to track down the key but has spoken to Koala Storage who will open the unit for us if need be. Hara and Sue will go and have a look at the unit on 23/24 April to see what is in it and take photos, then work out how to advertise or offer the items for sale.

#### **10. Programs and events**

1. Jenny Stewart of Rae Bali Care – Glenys suggested that BBIP could get behind the good work Jenny does in Bali for very poor families by building toilets, bathrooms and kitchens. Discussion about how we could support, given we are not in a position to donate profits to charity. Any support would need to have a disclaimer e.g. that BBIP provides suggestions only, and include other organisations too, for example publish a list of suggested reliable charitable or humanitarian operations in Indonesia for Australians to support or volunteer with. Humanitarian work in Indonesia tends to be popular with Australians and facilitating it in a small way could fulfil an aspect of BBIP’s mission to find ways of connecting Australians with Indonesians. To be further discussed with a view to incorporating on the website.
2. Collaborations with AIYA, UWA, Murdoch, PPIA/AIPSSA can also be explored. AIYA has set up a series of events called “Sobat Sundowners” to link in with like-minded organisations. BBIP has been invited to attend the first one on Friday 11 April 2025 and to bring promotional materials. Sue will RSVP on behalf of BBIP saying at least 1-2 BBIP Board members will attend the event.

3. A number of Indonesian films are available for organisations to screen. They are a few years old (e.g. 2005-2015). These can be arranged via Ibu Yuli, the new Atase Pendidikan Budaya at the Indonesian Embassy in Canberra. Films she has access to include:
  - Soegija (free, can be screened anywhere)
  - Gie, Emma, Laskar Pelangi, Attambua 39 derajat, Dilan 1990, Battle of Surabaya, Tabula Rasa (\$500-600 fee and in DCP format so need to be screened in a cinema)

#### **11. Website and social media**

Moya and Tri discussed how to improve the BBIP website. One issue is whether we need to keep all the old orders that are no longer relevant and may be taking up space. Tri suggested a structured approach to improving the website based on needs and usage. Moya shared website admin login details with Tri so that he can work on using the current WordPress basis and building up a new site that can be tested. If successful, data can then be migrated to the new site and the old one removed. To be further updated.

Social media was not discussed at the meeting but Sue is currently sharing the task of posting to Facebook, Instagram and LinkedIn with Danielle.

**The meeting closed at 6:30pm.**