



## Balai Bahasa Indonesia Perth Inc

### Board Meeting Minutes for 21 May 2025

Venue: Online Scheduled Start: 19:00

#### 1. Welcome and apologies

Present: Sue, Hara, Wilfred, Tri, Madeleine, Glenys, Karen

Apologies: Danielle, Sally

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

- Accepted by Hara, seconded by Wilfred

#### 3. Business arising from minutes

- John Septimus Roe Pasar Malam 16 May: BBIP was a supporting presence only - little opportunity to promote classes etc
- Update on Jenny Stewart: Jenny has reduced her operation and only works by word of mouth, so it was decided to wait until website upgrades have happened before adding anything about how humanitarian causes can best be supported by BBIP.

#### 4. Finance

- Welcome to Ibu Karen as newly coopted BBIP Treasurer. Karen is now working with Bruno to have a training and handover session on QuickBooks.
- A new bank authority has been signed by Karen, Sue and Bruno, allowing three signatories with access to NetBank. This is to allow Bruno time to catch up with the accounting and auditors, and Karen to take over day-to-day Treasurer's role from now on.
- We have 3 bank accounts currently holding \$1729.31 (day to day), \$333.29 (debit card) and \$24,000 (projects) respectively. **Action: Karen to maintain a balance of funds in the debit card for project-related expenses.**

#### 5. Membership update (Wilfred)

We currently have 112 active members.

#### 6. Classes update (Wilfred)

- Autumn term classes

Scotch	Number	Online	Number
Beg 1 Survival	4	Beg 1 Survival	No class
Beg 2A	12	Beg 2B / Elem 3B	5
Conversation	6	Conversation	3

- New BBIP teacher: Ruth Ulfa Budiasih has resigned and is returning to Indonesia for family reasons. She recommended her neighbour, Ibu Delvi, who is a student at UWA. Ibu Delvi will commence teaching Beg 2B at Scotch on 27 May 2025.
- Discussion about ratios for keeping classes profitable. Wilfred has calculated that, despite lower numbers in Term 2, we still have a surplus of \$2641. This is because we have raised the cost of classes this year to \$240/term (face to face) and \$220 (online). We have always kept online classes cheaper to attract people who would not otherwise be able to access the face to face classes.

4. Discussion at some length about classes, materials design and how to manage students with varying needs and levels of confidence in learning Indonesian within the existing structures and modules we are using. **Action: Sue will check the BBIP hard drive for full information about the original modules and programmes; then evaluate the possible need for a sub-committee look at the materials and decide if they are still fit for purpose or need updating/renewing.**

## 7. Language Assistant Program (LAP) (Sue, Wilfred)

1. LAP process 2025: the process began 6 months earlier this year due to a request from the Department of Education. Danielle oversaw the preparation and advertising of the program and handled the applications. She produced an initial shortlist of 10 candidates which Wilfred and Sue gave feedback on, and a list of 3 preferred plus 2 reserve candidates was forwarded to DoE. The list comprises:

Top 3 - Melinda Febriani (Palangkaraya, Central Kalimantan); Elvida Glodia Ardiani (Bali, living in Sulawesi); Keesha Nathania Dendeng (Jakarta).

Reserves – Luang Buana (Bangka-Belitung); Siti Hajar Ibrohim (Jakarta).

Many thanks to Danielle for coordinating the LAP program this year and for introducing the requirement whereby candidates had to supply a short video of themselves. This proved very useful for gauging personality, creativity and ability in English.

2. BP2MI (Badan Pelindungi Pekerja Migran Indonesia) is an Indonesian government agency who have approached BBIP two years in a row to:
  - offer their services in helping us to recruit Language Assistants
  - suggest that we request successful candidates to register themselves with BP2MI

We have politely declined both requests because we get more than enough high-quality candidates in our current system, because it is not compulsory for Indonesian migrant workers to register with BP2MI, and because we are not the main employers.

## 8. Koala Storage update (Sue)

Sue has begun to collect the items from Koala Storage to sort and dispose of. There are a number of computer and electrical items that are fairly old but likely still working. **Action: Sue will send photos of the items to see if any Board Members are interested in them.**

The next step will be to attempt to dispose of the lecture chairs. Karen suggested donating to a rec centre or similar that could become a BBIP class venue; Sue felt that most such venues are already equipped with furniture. **Action: Sue will advertise the chairs for sale as a first option.**

## 9. Programs, events and collaborations

1. AIYA sundowners / AIYA Trivia Night 13 June: BBIP Board members will purchase individual “earlybird” tickets by 23 May to make up a table of 10. **Action: Sue to email current BBIP students and then the BBIP membership with details of the Trivia Night.** Sue commented that the theme of the night is Australian First Nations, Adat Indonesia and Shared Diversity and wondered if it had been extended to indigenous communities.
2. Film screening: Indonesian Chamber of Commerce and BBIP. This event is dependent on a grant application to the City of Melville and comprises a screening of the film “Susi Susanti” (one of Indonesia’s badminton heroines) on 26 August at Hoyts Booragoon. BBIP has been promised a certain number of discounted tickets. Still waiting to hear whether the grant application has been successful.
3. UWA Joint Schools Excursion: Sue has been working with UWA on this program since late 2024 and would like to make it an official BBIP collaboration activity. This would allow BBIP to have its logo on various official materials and give us a higher profile. The Board agreed this would be beneficial. Sue put a proposal to the Board that BBIP control the

financial side of the collaboration, which is being funded by AIYA National. This would entail BBIP purchasing goods and services for the event, and being reimbursed by AIYA. The Board approved this. **Action: Sue and Karen to collaborate on the income and expenses associated with the UWA Joint Schools Excursion.**

4. Cultural Attache Ibu Yuli Rahmawati - meeting with other Balai Bahasa in Australia on 24 May. Sue and Hara will attend the online meeting to discuss ways of helping Indonesian language education in Australia.
5. Planning for a Term 3 BBIP event – Murdoch University? Sue suggested something similar to a Murdoch University event that BBIP coordinated in November 2022. The Board 's view was that an earlier event in July was also needed. **Action: Sue to contact Agnes Harijanto of Bali Modern Cuisine in Bentley to see if a BBIP members' dinner or lunch can be arranged at her restaurant.**

#### **10. Website and social media**

1. Update on website: Tri is in the process of coordinating the responses from surveys to BBIP members and the public to add to responses collected previously from Board members. He suggested that for next term an updated registration system for classes could be trialled, since enrolling seems to be one of the areas of difficulty for potential students.
2. Social media: Sue is currently managing the social media accounts with the assistance of Hara.

#### **11. Any other business**

1. New BBIP badges have been provided to the Chair, Treasurer (delivery TBC) and Tri.
2. ACICIS "pledge" – this is a coordinated message from Liam Prince of ACICIS (Australian Consortium for In-Country Indonesian Studies) about the need for renewed government funding Asian language education. ACICIS requested official endorsements from organisations and BBIP has sent in its logo and show of support.

**Meeting closed: 9:00pm**