

## WANDI PROGRESS ASSOCIATION (Inc)

### MINUTES OF THE MEETING HELD ON WEDNESDAY 19<sup>th</sup> APRIL 2023 AT 7.00 PM AT WANDI COMMUNITY CENTRE

#### 1. ATTENDANCE

Rod Cocks (President), Mark Wells (Secretary), Debbie Cocks, Les Whiddett (Vice President), Debbie Tentori, Wayne Tentori (Vice President), Mark Okle (Treasurer), Chris Barnes

Apologies

2. **WELCOME:** Rod Cocks opened the meeting and welcomed all

3. **CONTRIBUTIONS OF RESIDENTS/GUESTS:**

Nil

4: **CONFIRMATION OF MINUTES:**

Mark Okle MOVED that the minutes of the meeting held on March 15<sup>th</sup>,2023 be accepted. Seconded by Debbie Tentori, PASSED.

5. **BUSINESS ARISING:**

1. Mark W advised the affected groups have been advised of fee increase from 1 July 2023.

6. **CORRESPONDENCE IN/OUT** - As per agenda

Correspondence In/Out:

1. In/Out 22 Mar Angela Jakob (COK) Request for advice of suitable date for community planting day in Wandi. June 11<sup>th</sup> was nominated as the most suitable date.
2. In 31 Mar Jenny Marslen (COK) Skills Boost workshop update.
3. In/Out 4 Apr Jenny Marslen (COK) Request for update on progress of the Resource Centre mural.
4. In 5 Apr Weebly Advice of yearly subscription renewal.
5. In/Out 12 Apr St Johns request to update contact information on defib unit. Rod Cocks to be nominated as a contact.
6. In/Out 15 Apr Gallaghers Insurance Brokers. Request for information for public liability policy renewal.
7. In 17 Apr Gemma McDonald (COK) advice on the 2023 LYRiK awards.

7. **REPORTS**

7.1 **President:**

1. Nil as items for discussion will be covered in other reports.

7.2 **Treasurer:**

1. Mark Okle presented a statement for up to 13 Mar 23. The current bank balance for the WPA is \$113668.12. There was nil cash received.
2. There were bills presented for approval for payment. The accounts were \$1017.50 to P Square Agencies for management and cleaning fees, \$238.56 to Rod and Debbie Cocks as reimbursement for the purchase of chlorine and supplies (\$61.58) and ND food(\$176.98), \$236.87 to Mark Wells as reimbursement for Weebly Web site hosting fees, \$186.90 to Mark Wells for purchase of buns

for ND, \$245 to Les Whiddett for purchase of meat for ND, \$186.90 to Debbie Tentori for purchase of items for ND, \$368.39 to Alpha Cleaning Supplies for the purchase of cleaning consumables and \$300 to Margetts Electrical for electrical work.

3. It was MOVED Chris Barnes, SECONDED Wayne Tentori that the Treasurers report be accepted, and the payments itemised in point 2 be paid. PASSED.
4. Mark O reviewed the meeting at Westpac and advised that when there is a change of account signatories it is important to facilitate advice to the bank promptly and to ensure non authorised signatories are removed from the system.
5. Mark O advised he had concerns about the Excel spreadsheet formatting as some cells needed updating and he did not want to interfere with the formula calculations because of possible unforeseen consequences. Mark O advised he would consult Amanda White prior to making any changes.
6. Debbie T raised the matter the operator of Train Ride and Fairy Floss, Lets All Party, who have been engaged for Neighbour Day require a deposit of 50% prior to the event. It was MOVED Mark Wells, SECONDED Wayne Tentori that the WPA pay \$707.50 to Lets All Party as a deposit for attractions for Neighbour Day 2023. PASSED.

### **7.3 Facilities:**

1. Debbie Cocks gave an update on the current bookings.
2. Debbie advised that TK Dance have moved to the new Honeywood Pavillion.

### **7.4 Projects:**

1. The electrical work on the GPOs and new LED light in the Pavillion store has been completed.
2. The temporary work around in the Club Rooms is currently successful. Chris Barnes has measured up the windows and sourced the appropriate curtain material from Spotlight. It was MOVED Rod Cocks SECONDED Mark Wells that up to 60 dollars be allocated to purchase material for curtains for the clubrooms. PASSED.
3. There are problems with the water filtration system in the Pavillion. The system is currently disconnected and undergoing repairs by the COK contractors. The current issue is UV tube and filter bag need replacing. The source of the issues is believed to be trees adjacent to the building dropping leaves into the gutter and clogging up the system. Solution is to trim 4 trees close to the Pavillion and this solution is currently under consideration by the COK. The gutters have been cleaned by the COK and the filtration system bypassed at the moment to allow water flow into the building. The tanks have been chlorinated to ensure the correct water quality.
4. There maybe a sensor issue with the Wandi Hall water tanks. Issue will be monitored and reported to the COK if required.
5. Mural. The WPA need to schedule a busy bee to prepare the site prior to the mural being painted. Pea gravel will be transported to the site by trailer and spread on a weed mat. The bottom of the mural site needs to be painted.

### **7.5 Communication Officer (Mark Wells) including Website/Facebook:**

1. Mark gave an update on the current postings. There was positive feedback from local residents about ND.
2. Wayne Tentori raised the matter of the WPA website having a .com address. It may be cheaper to have an .asn address.

### **7.6 Social:**

1. Mark and Mark on duty for May.

## **7.7 Landcare:**

1. Annual planting day is scheduled for 11 June. Preferred area for planting is the area between the Resource Centre and de Haer Road. This will have to be confirmed by the COK. Need to confirm with the COK funding for lunch and refreshments. The publicity for the planting will commence mid-May.

## **8. NEIGHBOUR DAY**

1. Consensus was the day was a success and Rod thanked all for their efforts.
2. It was suggested that the WPA consider external volunteers to staff the canteen.
3. The small bottles of water were a success, and we should consider purchasing more next year.
4. Consideration to be given to move time slot next year to 2.30 to 5.30 pm.
5. In the future the committee should nominate a budget for the day so that the spending does not get out of control. It was acknowledged the event is for the benefit of the community, but we also need to consider the financial impact.
6. Wayne Tentori thanked the Mandogalup Volunteer Fire Brigade for their attendance.

## **9. GENERAL BUSINESS**

1. Rod and Debbie Cocks attended the City of Kwinana March council meeting at Honeywood Pavillion. They noted there was a small attendance.
2. Volunteer hours for the month totalled 145 hours.

Meeting closed at 8.5 pm.

**NEXT MEETING: 17<sup>th</sup> May 2023 at Wandi Community Centre at 7.00 PM.**