

WANDI PROGRESS ASSOCIATION (Inc)

**MINUTES OF THE MEETING HELD ON WEDNESDAY 15th AUGUST 2018 AT 7.00PM AT
THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

This meeting was held in The Resource Centre meeting room

1. ATTENDANCE

Wayne Tentori (President), Les Whiddett (Vice President), Debbie Cocks, Rod Cocks, Chris Barnes (Arrived 7.15 pm), Janet Carr, Ken Workman (Secretary), Amanda Marshall (Treasurer)

Guests: Mark Wells

2. APOLOGIES: Debbie Tentori

Meeting opened at 7.00pm and KW took the minutes.

3. CONTRIBUTIONS OF RESIDENTS/GUESTS: Nil

4: CONFIRMATION OF MINUTES

Les Whiddett **MOVED** that the minutes of the meeting held on 18th July 2018 be accepted . **Seconded by Rod Cocks. PASSED.**

5. BUSINESS ARISING : Nil

6. CORRESPONDENCE IN/OUT - As per schedule distributed and emailed

Correspondence In

1. 07/08/18 COK (Danni Jones) Lamp post wraps to advertise COK events to be installed in our local area and seeking for one to be placed at the Community centre
2. 09/08/18 COK : Assoc ,Governance and the new Act invitation: Speaker Stuart Reid (WACOSS) re responsibilities and compliance required by 30/06/19
3. 14/08/18 Email from Councillor Lara Kirkwood East Ward ,City of Cockburn : Topic Safety re Rowley Road and Lyon Road round about
4. 14/08/18 COK : Angela Jakob (Bush care officer) Bush plant ID workshop 8th September free event limited places to be held at Smirks Cottage, Beacham Crescent, Medina

Action: President Wayne Tentori to respond to email received from Councillor Lara Kirkwood East Ward ,City of Cockburn and to invite her to our next WPA meeting on 19/09/18 .Secretary to follow up and forward a copy of September meeting agenda

Correspondence Out : Nil

7. REPORTS

7.1 President: No Report

7.2 Treasurer :

Treasurer's report was circulated prior to the meeting.

Bank balance as at 14/08/18 was \$83,437.05

Income received was \$887.50 for August 2018

Payments presented for approval:

R & D Cocks cleaning/maintenance (July/August) \$600.00

Lawrie Carr (Maintenance painting works) \$150.00
Mike Rysdyck (Maintenance painting works) \$150.00

Treasurer advised that a deposit of \$100.00 (NEHA 05/18) was agreed to be refunded

Chris Barnes MOVED that the payments be made. SECONDED by Ken Workman - PASSED

End of year accounts have now been submitted to our auditor for review and completion of annual certification.

The Treasurer's report was moved as true and correct by Chris Barnes and seconded by Ken Workman -PASSED

7.3 Facilities

Debbie Cocks provided an update on bookings last month which were relatively quiet but are starting to increase including existing groups expanding and seeking to make additional facility bookings .

Forward in Faith group were approached recently and asked to ensure that after finishing their meetings that the facilities that they hire are cleaned up afterwards to ensure the next users find the rooms in an acceptable condition. DC has forwarded a copy of the hire agreement to the secretary of the group and provided stickers advising them of what is to be put into the recycle bins. DC advised these recycle stickers for bins are available from the City of Kwinana and should consider including a photograph of one in our next Warbler to assist people in understanding of what can be placed in the different types of waste bins .

RC advised that a termite inspection will be completed on 16/08/18 . The shower heads water issue in the pavilion was partially fixed but is still not fixed in other areas. RC will also arrange to obtain more dust pans and brooms for the centre.

Rick Walters (COK) was seeking clarity when able to access the oval to commence a grass rejuvenation program following the end of football season

7.4 Projects:

Rod Cocks advised the following:

- 1.Dust extraction system quote was obtained from Cowley sheet metal Pty Ltd for \$47,260.00 plus GST. This quote includes the system but also all piping and installation but does not include the cost or supply of a concrete foundation or getting power to the unit.
- 2.Kane (Electrician) has been approached to have a look at existing power into the building at present to determine capacity to install this Dust extraction system.
- 3.Security fence (2.4 M high /powder coated) would be proposed and concrete pour could form part of a future busy bee. RC has attempted to contact COK (Ann Nichols) to confirm suitability of fence as it has a spike format .No response to date from COK for this meeting.
- 4.Painting and maintenance: Work continues in toilet and kitchen areas .Committee discussed the high ceiling rafters and end areas in the hall that will require scaffolding and agreed that we will need to seek for an external painting contractor to complete and obtain quotes.

Action: KW to approach to obtain quotes for painting areas requiring scaffolding

7.5 Social: Nil

August meeting refreshments : Action : Les Whiddett to provide next month's supper.

7.6 Landcare:

Les Whiddett (LW) raised the following:

- 1.Tree day : LW came down and some 760 native plants were planted for the national tree day event which was another successful Landcare project

2. Bush ID workshop : Julie Cullity forwarded an email with details of the workshop to be held on 08/09/18 from 9am to 12 pm. This includes a walkaround to assist with identification of native plants and raise local awareness and plant knowledge.

3. Native garden project : Working busy bee scheduled for Sunday 16th September from 8.30/9.00am . KW to assist with tractor to spread mulch . LW will install posts for plaques identification of native plants. Seeking for any volunteers available and will need to bring wheel barrows and rakes.

7.7 Website/Facebook: RC reported some concern that our website may have been hacked and contacted John Stanley to have password reset.

7.8 Outstanding Lease Agreement :

Position remains outstanding . RC has received no further update from last email on Monday 16/07/18 from COK (Ric Walters) and at this stage no change to position.

8. WANDI WARBLER:

Debbie Tentori will start collating information for next warbler to issue and will seek for any articles including AGM nomination and membership forms

9. GENERAL BUSINESS

1. Annual General Meeting :

- A) Scheduled to be held on Wednesday 17th October 2018 at 7.00pm . We are required under our constitution to provide a minimum of 3 weeks notice of the AGM . The AGM notifications including nomination and membership forms will be electronically emailed and will also seek that a notice along with nomination/membership forms will be included in the next Warbler edition.
- B) Guest speakers sought to attend will be the Mayor of the City of Kwinana (Carol Adams) to speak on topical and current local issues .Amanda Marshall will seek to arrange for representatives from the Mandogalup volunteer fire brigade to attend and provide a short presentation on being prepared for the pending fire season.
- C) Invitations to COK Mayor and councillors to be issued along with local MLA Roger Cook

2. Woodturners Association : Own Building

A) RC received an email giving an update that the Woodturners association were looking at building their own club /meeting rooms in a building to be constructed at the De Haer road end of the old Hope valley school building near where the current Gazebo area is located .Initial stages only and details provided were very limited and just a heads up on the position as they will need to make all approaches to the COK.

10 NEXT MEETING : 19th September 2018 at 7pm

Meeting closed at 8.17pm.