

## WANDI PROGRESS ASSOCIATION (Inc)

### MINUTES OF THE MEETING HELD ON WEDNESDAY 15<sup>th</sup> FEBRUARY 2023 AT 7.00 PM AT WAMDI 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 (part)

Apologies

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

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

Nil

4: **CONFIRMATION OF MINUTES:**

Les Whiddett MOVED that the minutes of the meeting held on January 18th,2023 be accepted. Seconded by Mark Okle, PASSED.

5. **BUSINESS ARISING:**

1. Nil

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

Correspondence In/Out:

1. In/Out 12 Jan Sinead Gilligan (COK) re Neighbourhood Day photo booth. We will have the photo booth at ND.
2. In 6 Feb Donus farmer (Fremantle Ports) Outer Harbour Liaison Group meeting 8 February.
3. In 8 Feb St Johns First Aid survey request.
4. In 9 Feb Westpac reminder to verify and update details.
5. In 10 Feb Jenny Marslen (COK) reminder Kwinana community funding is open.
6. In 10 Feb Jenny Marslen (COK) February March Befriend program.
7. In 13 Feb Sinead Gilligan (COK) request for WPA logo.
8. In 15 Feb City of Kwinana invite to City of Kwinana sundowner 17<sup>th</sup> March. Mark Okle to represent the WPA at the event. Mark Wells to email City of Kwinana with the advice of Mark's attendance.

7. **REPORTS**

7.1 **President:**

1. Rod advised his report will be covered elsewhere in the meeting.

7.2 **Treasurer:**

1. Mark Okle presented a statement for up to 15 Feb. The current bank balance for the WPA is \$117166.61. There was \$311 in cash received. The COK have provided \$3000 for Neighbour Day.
2. There were bills presented for approval for payment. The accounts were \$577 to P Square Agencies for management and cleaning fees.
3. It was MOVED Debbie Tentori, SECONDED Wayne Tentori that the Treasurers report be accepted, and the payments itemised in point 2 be paid. PASSED.

4. Mark O presented the documentation from Westpac. There is a bank requirement for 3 officers of the association to confirm their identities. Mark O, Mark W and Rod to complete the required documentation and it will be sent to Westpac.

### **7.3 Facilities:**

1. Debbie Cocks gave an update on the current bookings.

### **7.4 Projects:**

1. The Kitchen Door at the Wandi Hall has been vandalized, believed to be last Sunday night/Monday morning. Issue has been reported to COK and the door is currently inoperative.
2. The COK have repaired the stairs at the Wandi Hall.
3. Signed copy of lease has been placed in filing cabinet in the Resource Centre and has also been scanned with a electronic copy held by the WPA.
4. There are recurring false alarms at the clubrooms, usually during the night and morning. Source of false alarms may be the positioning of the sensors in relation to detecting movement external to the building. If it continues further exploration of the issue will be required.
5. The UV tubes for the Resource Centre and Hall are overdue for replacement. The COK are responsible for the maintenance.
6. Rod met with the Biomax technician. The system has been tagged off by parties unknown in Nov 2022. This has led to a backup of the system. The system is in the process of being restored to full functionality.
7. There are some damaged electrical work which requires repair which is our responsibility under the lease. It was MOVED Les Whiddett, SECONDED Wayne Tentori that the WPA engage an electrician to repair lights in Pavillion storeroom, change light to downlight in the Pavillion and repair GPO in Carvers area in Resource Centre. PASSED. Estimated cost for work is \$300.
8. Mural. Brendon See has quoted \$1200 plus GST for Fauna (animals) and \$900 plus GST for Flora (flowers). We are proposing 1 animal and 4 plants. Brendon requires a deposit to hold us in the queue. He currently booked up to October 2023. It was MOVED Les Whiddett, SECONDED Mark Wells that the WPA pay \$330 to Brendon See as a deposit for a concept of the mural. PASSED. The mural will feature flora and fauna native to Wandi. The WPA nominated the preferred fauna and flora. Mark W advised the Fremantle Port Authority provide grants to community groups. There are four funding rounds a year with Mark W to pursue an application for the June round of funding.

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

1. Mark gave an update on the current postings.
2. Mark W to email Watercorp advising them about the completion of the Walk Trail

### **7.6 Social:**

1. Les Whiddett on duty for March.

### **7.7 Landcare:**

1. Nil

## **8. NEIGHBOUR DAY**

1. As noted previously the grant of \$3000 from the COK has been received.
2. Mucky Duck bush band require a deposit of \$300. It was MOVED Debbie Tentori SECONDED Mark Wells that the WPA pay a deposit of \$300 to the Mucky Duck Bush Band. PASSED.

3. Amount of catering was discussed. It was decided that we would purchase 450 bread rolls and 5 loaves of bread, 220 sausages, 24 KG of silverside, around 100 bottles of water to supplement the current stock of 200, 1 BBQ/1 Tomato/ 3 Mustard Sauces currently in stock; we will buy another 3. Other items needed such as serviettes are currently on hand. Onion to be purchased by Debbie Cocks.
4. Site plan. We are required to supply City of Kwinana with a site plan. The current plan needs updating because of addition of laser tag and fire engine and the removal of bouncy castle.
5. City of Kwinana have produced a flyer. We have suggested an amendment to the photo used.
6. Mark W to email Wandi Community Centre users to confirm their attendance for the site map and to reiterate the requirement for any shelter to be secured. The WPA will provide tables and chairs.

## **9. GENERAL BUSINESS**

1. Rod gave a briefing on a potential new hirer. The hirer will be conducting a drone obstacle course in the Wandi Hall on Saturdays. The group came to us after a referral from the City of Kwinana. We will probably suggest the Pavillion as a better venue and if successful the group will be seeking a hire of 2 Saturdays a month.
2. Alan Williams has made an approach to the WPA about the possibility of holding a fine wood exhibition over 3 days in October. The discussion is in the preliminary stage. The venues that may be required are the Pavillion, Clubrooms and Workshops. The City of Kwinana may be required to be involved in the planning and discussion.
3. The rate charged for pre Pavillion groups is \$1.50 per participant. This rate has remained static for a long time. It was put forward we may have to put the rate up to \$2.00 per participant to cover our increased costs. It is for further discussion with the likelihood any rate rise be from 1 July in line with the financial year. If we do raise rates, we wish to give groups as much notice as possible.
4. Volunteer hours for the month totalled 76 hours.

Meeting closed at 8.00 pm.

**NEXT MEETING: 15<sup>th</sup> March 2023 at Wandi Community Centre at 7.00 PM .**