

## **WANDI PROGRESS ASSOCIATION (Inc)**

### **MINUTES OF THE MEETING HELD ON WEDNESDAY 20 JANUARY 2016 AT 7.30PM AT THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

#### **1. ATTENDANCE**

##### **PRESENT:**

Wayne Tentori (President)	Debbie Cocks
Rod Cocks (Vice President)	Catherine Garlick
Ken Workman (Vice President) (from 8pm)	Peter Hegarty (from 9pm)
Janet Carr (Secretary)	Debbie Tentori
Amanda Marshall (Treasurer)	Kinta Whaley
Chris Barnes	Les Whiddett

APOLOGIES: Henry Garlick

GUEST: Donna Keast (left at 8pm)

**2. WELCOME** The President opened the meeting and welcomed guests.

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

##### **3.1 PROPOSED PRE-KINDY**

Kinta & Donna agreed with the recommendation made by the WPA executive (meeting held 13/01/16). However, if they use the Clubrooms, the installation of toilet facilities would be a requirement. This would need to be completed at least 3 months prior to the opening of the Pre-Kindy in 2017. The WPA will write to CoK requesting their advice and assistance in this regard.

Kinta and Donna expressed disbelief at the commercial rates quoted by CoK for the hire of the facilities - \$21,85 p/h for the building and a further \$30.90 p/h for the playground, a total of \$52.75 p/h. The Pre-kindy will not be viable if these charges are levied. Kinta tabled a list of charges for similar venues in City of Cockburn. The committee agreed that the proposed charges advised by CoK are extremely high.

The Pre-Kindy want to use the facilities two days per week (Wednesdays and Fridays) in 2017 and three days per week (Mondays, Wednesdays and Fridays) in 2018, 40 weeks a year (school terms) not public holidays. 8.45am – 2.45pm (teachers) and 9.30am – 2pm (children).

RC reiterated that our management agreement with CoK has lapsed and a new “lease” agreement is being prepared. At this stage we are unaware if any changed terms and conditions will affect our hiring arrangements.

Kinta and Donna advised that there is a definite need for a Pre-Kindy (3 year olds) in this area with the Aubin Grove PS having over 1000 students and Honeywood Early Learning Centre (4 year olds) expected to open in 2017. They propose to have a stall at the Neighbour Day and seek expressions of interest for Pre-Kindy enrolments in 2017 and 2018.

The WPA undertook to write to CoK to clarify the costings they have quoted and to seek advice regarding the installation of a toilet and wash handbasin in the Clubrooms.

#### **4. CONFIRMATION OF PREVIOUS MINUTES**

***D Tentori moved that the minutes of the meeting held on 16 December 2015 be accepted. Seconded by A Marshall. PASSED***

**5. BUSINESS ARISING FROM MINUTES** raised during the meeting.

**6. CORRESPONDENCE** As per schedule.

**7. REPORTS**

## 7.1 PRESIDENT

WT thanked Les & Marilyn for hosting the WPA's Christmas party.

## 7.2 TREASURER

The report was tabled at the meeting.

Accounts presented for payment

R & D Cocks (cleaning/maintenance/consumables)	\$747.63
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A Marshall (courier documents to auditor)	\$24.15
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***L Whiddetts moved that these invoices be paid. Seconded by C Garlick. PASSED.***

Payment of \$7326.55 to Satellite Security remains outstanding – awaiting advice from PH.  
\$1089 is a quotation from Margetts Electrical for further work to be undertaken.

Amanda advised that she has been communicating with the Auditors and that they are aware of the AGM date.

Amanda sought approval to transfer \$5000 from (Westpac) bonus cash reserve to cheque account. Income from hall hiring etc \$1251.50. In addition several annual membership fees were paid at this meeting.

DC raised the issue that some groups wanted receipts even when they paid by EFT. DC still having problems not knowing which have or have not paid.

WT has signed documents at Bendigo Bank.

***C Garlick moved that the Treasurer's report be accepted and approval given to transfer funds between accounts. Seconded by L Whiddett. PASSED.***

## 7.3 FACILITIES

DC gave a detailed report relating to hiring by several new groups, including "Dead Zone", "Conga", "Sword Fighting" and a church group.

The hiring fees for 2016 were discussed and were set at:

Hall	\$240.00 (day rate) + \$120.00 (½ day rate for set up only)
Pavilion (recreation room)	\$240.00 (day rate)
Club Rooms (+ hall toilets)	\$80.00 (½ day)
Hall toilets only (bicycle groups)	\$45.00 (½ day)

Minimum hire of 2 hours for small groups paying per person.

DC informed us of the rates charged by CoK for comparable facilities and noted that our's are very favourable..

***K Whaley moved that the hiring fees for 2016 be approved. Seconded by A Marshall. PASSED.***

RC advised that the CoK had arranged a valuation of the buildings be done recently – this was thought to be in relation to the new lease agreement being prepared.

## 7.4 PROJECTS

Downpipes fixed, however another one is cracked. RC to report to CoK.

Security lights not working. RC to report to CoK.

RC advised that concrete work around The Pavilion is expected to be undertaken this week.

Pump at The Pavilion still not fixed.

Cage around pump to be replaced by a solid cover following vandalism.

Vandalism to security lights – The Pavilion. Replaced by CoK.

Bongs and other paraphenalia removed from verandah (Pavilion), also noted persons charging electronic devices using outside powerpoint.

RC has obtained a price for a hot/cold water unit to replace the urns in the amenities area of The Pavilion. The ZIP machine provides 100 cups hot water and 75 cups refrigerated water per hour. Cost is \$3175 (free delivery). Will need new power point (to get quote from Margetts).

**C Garlick moved that the ZIP hot/cold water service machine be purchased. Seconded by K Workman. PASSED.** RC to arrange purchase.

A busy bee to start the renovations in the Resource Centre will be held on Monday 25 January from 5pm. Helpers needed.

**7.5 SOCIAL** No report.

#### **7.6 LANDCARE**

Mulch dumped in Wandi Nature Reserve reported to Julia Cullity.

A local resident contacted Catherine re weeds growing in the rehabilitated area around Lake Magenup. Angela, CoK, arranged slashing. Catherine to encourage resident to become involved in Landcare activities.

Wandi Landcare featured in the latest edition of Bushland News. Seed collecting Sunday 31 January at 9am.

#### **7.7 WEBSITE**

RC has updated some information, photos and bios of committee members.

Need to check that the latest constitution has been registered with Dept of Commerce as that is the version which should appear on the website.

RC will add photos of Pavilion.

**7.8 INCORPORATED BODIES ACT SUBCOMMITTEE** Not met.

**7.9 WANDI MANAGEMENT GROUP** Meeting date changed from January to February.

#### **8. WANDI WARBLER**

JC advised that deadline extended to Friday 22 January but no later.

Will include information re AGM and Neighbour Day.

JC has organised for all annual payments for advertisements to become due in January each year. Invoices have been issued. Advertisers who don't pay by 25 January will be deleted from Warbler.

WT obtaining 350 DFES pamphlets which are to be distributed with the Warblers to the rural area over the weekend 30/31 January.

#### **9. GENERAL BUSINESS**

##### **9.1 Neighbour Day 2016**

Refer to minutes of meeting held prior to this meeting.

WT will discuss with Steve Treeby re fire brigade attending event.

##### **9.2 Official opening of The Pavilion**

Refer to minutes of meeting held prior to this meeting

##### **9.3 Annual General Meeting 2016**

Meeting to be held on Wednesday 24 February 2016 at 7.30pm in the Hall. As Carol Adams will be late for meeting, agenda has been arranged so she will speak at the end of the meeting.

A representative from each club using the premises to be invited to attend AGM.

Will need helpers to set up hall from 7pm. JC will bring supper.

##### **9.4 Clean Up Day 2016**

It was agreed to trial holding our Clean Up day later in the year. The official clean up day (Sunday 6 March this year) is always on the long weekend in WA and also at a very hot time of the year. DT is in consultation with Angela Jakob and we are likely to settle on a date late in April or very early May. We will deliver flyers close to the new date.

### **9.5 Woodworkers Management Group**

WT advised that a woodworkers management group was being formed. This would comprise of a representative from each "wood" group. This overarching committee will enable discussion and resolution of any common issues eg. Dust extraction in new workshop.

### **9.6 Playground equipment - Honeywood**

WT gave an update on the removal of the (Kompan) equipment donated by Satterleys to the WPA. WT will liaise with Amy (on behalf of Shahan) regarding various issues such as dismantling the equipment and removal of the concrete foundations.

### **9.7 Charges - Addendum to item 7.3**

Ten years ago charges were set at \$1.50 per person/per hour for small groups using the facilities eg craft group. DC suggested that this amount should be increased.

LW stated that this matter should be held in abeyance until the "lease" agreement is finalised. It should remain on the agenda for future discussion.

### **9.8 Farewell**

Peter Hegarty advised he and Julia will be leaving Wandi on Friday. He was again thanked for all his work over many years.

## **10. NEXT MEETINGS**

- ❖ Annual General Meeting – Wednesday 24 February 2016 at 7.30pm
- ❖ Neighbour/Opening Day Meeting – Monday 29 February 2016 at 6.30pm
- ❖ Brief general meeting of new committee to deal with any urgent business – Monday 29 February 2016 following Neighbour/Opening Day Meeting.

Meeting closed at 9.35pm.

### **ACTION:**

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|-----|-----|---|
| 3.1 | JC  | To draft document to CoK re Club room toilet and Pre-Kindy charges. |
| 7.2 | AM` | To pay invoices and transfer money between accounts as necessary    |
| 7.4 | RC  | To report items for repair to CoK and order ZIP machine             |
| 7.4 | ALL | Busy bee Monday 25 January 5pm                                      |
| 7.6 | ALL | Seed collecting Sunday 31 January 9am                               |
| 7.7 | RC  | Add Pavilion photos to website                                      |
| 8   | ALL | Submit reports for Warbler urgently                                 |
| 8   | JC  | To draft  |
| 9.3 | RC` | Invite reps of Clubs to AGM   |
| 9.3 | ALL | Set up hall for AGM   |
| 9.3 | JC  | Provide supper  |
| 9.4 | DT  | Confirm date of Clean Up Day with Angela                            |
| 9.6 | WT  | Liaise with Satterleys re playground equipment                      |