

WANDI PROGRESS ASSOCIATION (Inc)

**MINUTES OF THE MEETING HELD ON
WEDNESDAY .18 JANUARY 2017 AT 7.30PM AT
THE WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

1. ATTENDANCE

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

APOLOGIES: Nil

2. WELCOME The meeting was opened at 7.35pm.

3. CONTRIBUTIONS FROM RESIDENTS/GUESTS Nil present.

4. CONFIRMATION OF PREVIOUS MINUTES

A MARSHALL moved that the minutes of the meeting held on 21 December 2016 be accepted. Seconded by D TENTORI. Passed.

5. BUSINESS ARISING FROM MINUTES Nil

6. CORRESPONDENCE IN/OUT

As per correspondence schedule +

11/01/2017 email from F Bettsworth, CoK re neighbour day. [Action: WT will respond.](#)

19/01/2017 email from A Atkinson, CoK re life memberships. [Action: JC will respond.](#)

7. REPORTS

7.1 President – no report.

7.2 Treasurer

AM had distributed her report prior to the meeting. Current bank balance is \$68,758.71

Accounts presented for payment:

Cleaning & maintenance (RC and DC)	\$706.07
GST Q4 (ATO)	\$173.00
Satellite Security (reset alarm)	\$150.00
Printing Warbler by Officeworks (JC)	\$227.50
Telephone (Telstra - direct debit)	\$48.22
Courier – paperwork to auditor. (AM)	\$24.80

Income for month – cash/chq \$813.00

(in addition also see Treasurer’s report for bank deposits)

K WORKMAN moved that the Treasurer’s report be accepted and payments be made. Seconded by D TENTORI. Passed. Action: AM to pay accounts

AM advised that the audit is in progress and will be completed prior to the AGM.

7.3 Facilities

The people who hired the hall on new year's eve are interested in hiring it on a regular basis. The photography group had their first meeting in January and requested the WPA issue invoices for the rental. Also requested an additional set of keys. AM stated that she is happy to provide an annual statement regarding payments made for rent in lieu of invoices.

Pin-striping group are not now meeting this term.

Electoral Commission has booked rooms for March 11, also for 2 training sessions prior to 11/3.

Cistern in gent's toilet is broken – already reported to CoK but no action yet.

Ceiling fan broken in hall – possibly due to ribbon from helium balloon caught in mechanism.

Bank of coloured lights not working. Battery in clock to be replaced. As a long ladder is required, LW will provide – he must submit an invoice for his time.

The Resource Centre has been booked for Sunday 12 March for a reunion of former staff, parents and students of Hope Valley Primary School, a time capsule will also be opened. We agreed to tidy up the area beforehand. LW offered to pressure hose the flaking paint near the ramp. KW offered to use his tractor to move mulch to the garden area. Also need to trim trees/shrubs in garden. **Action: All - busy bee on Saturday 25 February starting at 7am.**

7.4 Projects

RC reported an on-going problem with the security system and the poor service by Satellite Security. RC plans to obtain a quote from Elexacom in Canning Vale.

Woodworking group are looking into the siting of the dust extractor.

BBQs previously in storeroom repaired by Woodturners and now in shed storeroom.

Pin up boards moved to storeroom.

Woodturners running a sausage sizzle on election day.

7.5 Social - No report

7.6 Landcare - No report

7.7 Website/Facebook - No report

7.8 Associations Incorporation Act

RC, WT and LW had met and compared our constitution with the model rules and guidance notes provided by the Dept of Commerce & Consumer Protection. It was suggested that we adopt the generic constitution with some minor variations:

LW reported that much of the new document relates to conflict resolution.

Membership application forms will need to be amended to include “Nominated by “ signature, name and dated by the nominating member.

The committee then has to approve each application individually.

There are two classes of membership – Progress Association and Landcare.

The committee must agree on whether to accept a nomination for membership.

Office holders are the President (Chairperson), Vice President (Deputy Chairperson), Secretary and Treasurer.

The objects of the Association are “to provide the ratepayers and residents of Wandi with a local community organisation for the development and promotion of community needs and to make appropriate representation”.

It was noted that under the proposed guidelines a quorum is now only 2 committee members.

Our organisation falls within the 'first tier' category and is not required to be audited annually. However, AM suggested that we continue to have the records audited as this is often a requirement of organisations who provide grants such as Lotterywest.

Ratepayers and residents who are financial members of the WPA are eligible to vote at the AGM with a maximum number of two votes per household eg owners x 2 and tenants x 2.

Life membership – elected by a 50% vote at an AGM in recognition of outstanding work by a committee member on behalf of the WPA. Only one member per year. Only a committee member can nominate a member as a Life Member. Member must be advised of the nomination prior to the AGM and may refuse to accept it. A life member can resign his/her membership at any time. A life member is not required to pay membership fees.

A committee member cannot hold two or more offices at the same time.

Tenure of office has previously been for a maximum of three years. It is suggested that this be amended to "if determined by the committee members and agreed to by the officer, this may be extended by a further term at the AGM.

The secretary must give notice to members in writing at least 21 days prior to the AGM. A member wishing to nominate for election to the committee must send written notice to the secretary at least 14 days prior to the AGM. This notice must include the name and signature of the nominee, nominator and seconder.

A body corporate doesn't have the right to a vote.

At an AGM, when the minutes of the previous year's AGM are approved, the President should then sign and date those minutes. AM reported that auditors no longer require minutes of meetings to be signed as accepted.

These proposed changes need to be explained at the forthcoming AGM. JC to add to the agenda. RC to prepare a draft of the proposed constitution highlighting the proposed additions and deletions. It will need to be voted on at the meeting.

R COCKS moved that the committee accept the draft changes to the model rules for Incorporated Bodies as tabled at the meeting. Seconded by A MARSHALL. Passed.

Action: RC offered to prepare a draft document to be tabled and voted on at the AGM. WT is able to print 20 + copies.

7.9 Wandi Management Group Nil to report

7.10 Combined Wood Group Nil to report

8. WANDI WARBLER

The summer edition (January 2017) had been printed that day and JC brought in copies for members to distribute.

9. GENERAL BUSINESS

9.1 ANNUAL GENERAL MEETING

Wednesday 15 February at 7.30pm in the hall. Can committee members arrive at 7pm to help with the set up please.

Mike Ward, who had been invited to speak, is no longer available. However, Mayor Carol Adams will speak and answer questions.

JC to prepare the agenda.

CB to bring refreshments – **Action: JC to advise her of what to provide.**

9.2 NEIGHBOUR DAY

Sunday 26 March – it was noted that CoK were offering \$2000 to groups to hold events. DT felt we could host an event similar to last year and will obtain quotes for the band, animal farm, bouncy castle. An “event toolkit” is available from CoK. The WPA may need to provide some additional funding.

It is not known if a similar event is being planned by the Honeywood Residents Group.

9.3 HONEYWOOD PRIMARY SCHOOL

The open day will be held on **Sunday afternoon 22 January**. AM is involved in the sausage sizzle.

J CARR moved that the Wandri Progress Association donates \$100 for the purchase of books for the school library with these books to be notated “donated by Wandri Progress Association”.

Seconded by C BARNES. Passed. Action: AM to arrange.

10. NEXT MEETING – AGM Wednesday 15 February 2017 at 7.30pm -