

WANDI PROGRESS ASSOCIATION (Inc)

MINUTES OF THE MEETING HELD ON Wednesday 19th July 2017 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)	Ken Workman (Secretary)
Debbie Cocks	Amanda Marshall
Rod Cocks	Debbie Tentori
Chris Barnes (Arrived after meeting commenced)	Les Whiddett (Vice President)

2. APOLOGIES: Nil

3. CONTRIBUTIONS OF RESIDENTS/GUESTS: Jenny Royle (COK)

Jenny Royle (COK) sought an update on the progress with the Anketell district \$5K community grant and provided her with a summary as follows:

- Date set as Saturday 14th October 2017 with St John's ambulance to run the community first aid training course
- 1st aid course normally would cost \$116 per head and with discount provided by St John Ambulance reduced to \$100 per person which will allow 50 people to attend
- St John's ambulance will provide two first aid facilitators and all support material/equipment requirements for the day and will run the course as one 6.5-hour session with two breaks (morning tea/light lunch) split into two groups of 25 participants each
- Club rooms/hall are booked at the Wandi community centre
- \$10 nomination /registration fee to cover morning tea and light prepared lunch and to partially cover the facilities cleaning cost
- Limited places and will restrict each sub area within Anketell district to get a spread of residents from each area in line with COK community grant guidelines. Initial thoughts 20 Honeyword residents and 15 Wandi residents and 15 Anketell/Mandogalup residents to make up 50 places with back up numbers of residents from these areas if a shortfall in one area to maximise those attending the course and use grant funds provided
- Advertising will include an article in Wandi Warbler (Due out end of July 2017), Use of WPA and Honeyword websites along with contact with Anketell ladies community group and contacts to attract Mandogalup residents. Looking at a flyer being prepared with assistance from St John's ambulance with full details of the course content and for obtaining nominations to be documented. Sought to have COK input as required
- Course can be modified for local requirements

Jenny Royle advised she will check position re \$10 nomination fee but advised it is to be fully expended on the day for purposes stated. JR advised she does not need to open up the session but can assist with support as required and will keep in touch with us on how the project is going and then left the meeting

4: CONFIRMATION OF MINUTES

Amanda Marshall moved that the minutes of the meeting held on 21st June 2017 be accepted. Seconded by Les Whiddett. PASSED.

5. BUSINESS ARISING : Nil

6. CORRESPONDENCE IN/OUT

As per schedule distributed and emailed

Discussed issue of a follow up letter to one previously issued to the Wandi Woodturning club advising them of an amendment to our letter dated 28/05/17 around the manner of invoicing them for 50% of total cost of the proposed dust extraction system and then separate treatment of GST to be in line with requirements for both organisations

No further other actions required

7. REPORTS

7.1 President : WT advised no report for this meeting

7.2 Treasurer

The treasurer's report has been circulated prior to the to the meeting

Revenue for the month was \$932.00

Accounts presented for payment in addition included the following :

1. R & D Cocks: \$600.00 cleaning/ \$43.00 maintenance/consumables total \$643.00
2. Kitchen sink/bench \$365.00
3. GST \$1036.00 for 2nd quarter lodgement
4. R&C Cocks \$99.65 tree planting day luncheon supplies reimbursed

**Les Whiddett MOVED that the Treasurer's report be accepted and the invoices paid
Seconded by Debbie Tentori. Passed**

AM raised that we should have a long term sinking fund allocated

The building fund account with \$10K currently allocated but need to consider increasing to \$20K to cover future repairs/ maintenance .This is an internal movement of funds only but we also have future painting/project works including floor maintenance which are substantial costs

7.3 Facilities

DC advised quieter period and normal bookings continue for use of the facilities including birthday parties and wedding bookings for September

Jamie Wellman is setting up a youth group to bridge gap between urban and semi-rural residents for 18 to 40 year old age brackets and was looking at suitability of our facilities.

Damage to oval from cars a major hoon issue reported by local resident but no known action by police / City assist.

7.4 Projects

A).Dust Extraction system : RC has obtained a second quote for the dust extraction system after total cost advised originally was incorrect .Second quote was for \$50,536.00 (Excl GST) from Airfab Pty Ltd not including installation. Original quote from Micronair was \$37,557.73 (Excl GST) but also does not including installation with exclusions shown in the quote.

Discussed both quotes and decided we will continue to work with Micronair

Lottery west grant (Equipment) form will be down loaded and completed but will require a nominator. President Wayne Tentori has agreed to action on behalf of the WPA Inc

B) Electrical works. All authorised electrical works scheduled now completed

C) Stainless steel bench: Bill's machinery (Wangara) has a commercial grade (Australian standard) and now installed by RC .Committee thanked RC for his efforts

D) Curtains: Ordered and measured and estimated 2 weeks before installation.

E) Painting project: Peter has been working on the hall verandah area (half done) and continuing with works but seeking confirmation of internal colours.

F) Lights left on in buildings: RC advised recent air conditioning unit left on, lights left on & doors left open. Impact requires RC to call out and rectify and WT raised whether we could install timers and RC will review but sought to raise awareness of issues.

G) Water tanks: Full after recent rains

H) Busy Bee: RC to schedule for another meeting

I) Padlocks: Stainless steel: 4 boxes and will arrange to replace rusted area and secure power pole as part of maintenance projects.

7.5 Social Nil

7.6 Landcare:

LW advised the Community planting day was successful with some 40 people attending and 700 plants placed in the ground and Honeywood have a separate planting day coming up along with NAB corporate planting day

Wild flower walk scheduled for 17/09/17

7.7 Website/Facebook: No report

7.8 Associations Incorporation Act: WT advised he has followed up and confirmed that final draft submitted has been accepted and a copy to be placed on the WPA Website

Letter confirmed new constitution submission was accepted 20/04/17 .Discussion on information now required to be submitted by 31/12/17 of total revenue which last year AM advise was circa \$40K .Also discussed clarity required on when will we need to hold our next AGM if it will fall in financial period 01/07/17 to 30/06/18

Action: RC to place a copy of new constitution on WPA website

7.9 Wand Management Group: To be removed

7.10 Combined Wood Group: To be removed

8. WANDI WARBLER:

DT confirmed next edition on track for completion and due for distribution at the end of July 2017; asked if articles for the planting days can be provided with photographs to be included in this edition including details of community first aid course.

If all committee members can ensure all articles are provided as soon as possible to assist with completion

AM has list for Warbler distribution

Action: DT again sought that if every committee person can again provide one article and submit them to assist with the production and share the workload

9. GENERAL BUSINESS

9.1 Community Grant: COK (Jenny Royle coordinator) has provided for the Anketell district an amount of \$5K for a suitable project. We have approval for a community 1st aid course to build skills and awareness for up to 50 people within our communities

Action: KW to continue to follow up with St John's ambulance to ensure we get maximum take up and determine how best to promote the event and provide an update at our next meeting

9.2 Supper: August meeting DC

Action: DC Supper for August meeting

10 NEXT MEETING Wednesday 16th August at 7.00pm.

ACTIONS:

7.4	All	Consider next date for "busy bee"
8.0	All	All members to submit articles to DT for next warbler
9.1	KW	Follow up with St John's ambulance course
9.2	DC	Supper for August meeting