

## WANDI PROGRESS ASSOCIATION (Inc)

### MINUTES OF THE MEETING HELD ON WEDNESDAY 18<sup>th</sup> JUNE 2021 AT 7.00 PM AT WANDI COMMUNITY CENTRE 302 de HAER ROAD WANDI

#### 1. ATTENDANCE

Ken Workman (President), Rod Cocks (Vice President), Mark Wells (Secretary), Debbie Cocks, Chris Barnes, Wayne Tentori, Debbie Tentori, Les Whiddett (Vice President), Mark Okle (guest)

Apology Gary White Amanda White

#### 2. WELCOME: Ken welcomed all to the meeting.

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

Nil.

#### 4. CONFIRMATION OF MINUTES:

Les Whiddett MOVED that the minutes of the meeting held on 19<sup>th</sup> May 2021 be accepted. Seconded by Rod Cocks, PASSED.

#### 5. BUSINESS ARISING:

1. Business arising will be covered in Reports.

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

Correspondence In/Out:

1. In/Out 19/5 Fremantle Ports Outer Harbour Community Liaison Group. Group will next meet on 14<sup>th</sup> July. Mark Wells to be WPA representative at the group.
2. In 31/5 Dragons Bay re paving at Wandi Hall. Issue was reported to the City of Kwinana and rectified promptly.
3. In 1/6 Jim van Brink re Community Book Exchange
4. In 3/6 Tracey Oelofse (COK) re Lease
5. In 3/6 Inger Ward Re Community Leaders Meeting. Mark gave a report of the meeting.
6. Out 7/6 Advice of community planting 27 June. Mark to send email and post on Facebook clarification of the Community Planting Day. There will be two sites. They are Lake Magenup and the Wandi Community Centre. We require the COK to dig 150 holes at the WCC for tube stock. We will be providing sausage sizzle for volunteers post planting. Rod Cocks has a safe food handling certificate. Ken to email Angela Jakob (COK) to organise digging at the community centre and funding for refreshments. Les Whiddett MOVED Ken Workman SECONDED a motion that in the event the City of Kwinana does not provide funding for the Community Planting Day sausage sizzle the WPA will provide up to \$110 to fund the sausage sizzle. PASSED.
7. In 14/6 David Milton (WAWA) Quote for the replacement of roller door WAWA Colourbond shed.

#### 7. REPORTS

##### 7.1 President:

1. The WPA has received further advice from St Johns regarding First Aid Course. A non-accredited first aid course is available. The course will consist of 2 hour briefing on basics of first aid at the cost of \$300 and 1 hour defib course which will cost \$220. There is a \$100 charge for conducting a course on the weekend. We are not sure whether the \$300 credit we received for the purchase of

the defib is applicable to the course. We will enquire whether the 21<sup>st</sup> of August is available. The WPA will limit the course to 50 participants. The course will be offered to Wandí Community Centre users first and if there are places available be offered to Wandí residents.

2. Ken thanked all who assisted in the planting of the 25 large trees at the WCC. Pallets and brush have been placed in the area to give shelter to small animals. There has been some community feedback on the mulching of trees. The mulching has removed a fire hazard especially along the fire break and around the electrical boxes. There has been the removal of rubbish at the site. Local (Wandí) tree species will be planted. The list has been approved by Angela Jakob (COK) and sourced from the Native Nursery.
3. Community library. Les gave a report on the discussions with Jim van Brink regarding the construction of the Community Library. It is proposed that the library will be mounted on the wall of the Resource Centre opposite the Pavillion. This wall is semi exposed to the elements but will give maximum visibility to users. The library will be built to resemble a shed. It will be constructed of durable materials. It was MOVED Les Whiddett SECONDED Ken Workman to allow a budget of up to \$200 for the build the community library. PASSED. It is intended to apply to the City of Kwinana for a place maker grant for the cost of the build.
4. Trail Signage. Rod circulated a draft of wording to put on a sign to give a short history of Wandí. There were no objections to the wording. Allan cannot give a final cost for the work until the wording of the signage is finalised. We are working on a budget of \$5000 for the project. Mark to advise Jenny Marslen (COK) of the budget.
5. Lease. A summary of latest version of the lease was discussed. The latest 3 minor changes requested by the WPA have been incorporated at no charge. There is no need to put the changes through the City of Kwinana council meeting. It was MOVED Mark Wells SECONDED Ken Workman that the lease between the City of Kwinana regarding management of the Wandí Community Centre dated 3 June 2021 be approved by the Wandí Progress Association. The motion was PASSED unanimously. Ken will take the lease by hand to City of Kwinana.
6. Volunteer hours. Ken advised that the recording of volunteer hours in the minutes is not to identify individuals but is to give readers of the minutes an indication of the time and value of volunteers.

## **7.2 Treasurer:**

1. Amanda provided a financial report by email prior to the meeting. The current WPA bank balance is \$117853.40 Debbie Cocks advised that the income for the month was \$830.
2. There were bills presented for approval for payment. The accounts were, \$247.50 to S Farnsworth for cleaning, \$2068.00 to Mantrac for mulching for the Landcare project,), \$315.97 to Alpha Cleaning for the provision of cleaning supplies, \$522.50 to P square for management fees.
3. It was MOVED Ken Workman, Seconded Mark Wells that the treasurers report be accepted, and the payments itemised in point 2 be paid. PASSED.

## **7.3 Facilities:**

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

## **7.4 Projects:**

1. The City of Kwinana contractor has repaired the Pavillion rainwater system. The Zip Heater is working more efficiently. Spare filters for the Zip heater have been purchased and will be held in storage.
2. There was an alarm on the hall UV filter. The COK was contacted, and they replaced the filter. System is now working normally.
3. New stock of toilet paper and towels have been purchased.

4. The community door entry to the workshop in the Pavillion was starting to be difficult to open. Lubricant has been applied and is now functioning normally.
5. The lock on the Scroll Saw cupboard lock is faulty. Rod has a supply of spare lock sets which were purchased for the Pavillion. Rod will use these lock sets to repair the lock.
6. Resource centre male toilet cistern was non-functional. Rod has adjusted the internal workings of the cistern and it is now functional.
7. Security system. Rod tabled the latest email from Planet Security to upgrade the security centre. Rod noted that the system has had several lightening strikes which has caused issues in the system. The cost of the new 4G module and installation is about \$275 (plus GST) and the monitoring will cost \$35 per month. The module will only advise if there is an alarm activated at the WCC. A new command panel can be installed at the cost of \$1275 (plus GST). The new module will identify which alarm has been activated. Back up batteries are available at \$35 (plus GST) each. Planet Security will perform a full system check for the cost of \$95 (plus GST). It was MOVED Rod Cocks, seconded by Chris Barnes the WPA spend up to \$2500 to have Planet Security replace the command module, install a new 4G monitor, replace batteries as required and conduct a full system check. PASSED.
8. WAWA Roller door. Rod reviewed the circumstances which caused the damage to the roller door. The roller door was damaged twice due to break ins several years ago. The door was repaired but is hard to operate. WAWA have sourced a quote to replace the door with an electric motor, and a removable bollard. The cost is \$3465.90. The WPA have indicated previously we would consider going 50/50 on the cost with the WAWA. It was MOVED Mark Wells, SECONDED Ken Workman that the WPA allocate up to \$1750 (including GST) as a contribution to the replacement of the WAWA roller door, electronic motor, removal bollard and associated works.

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

1. Rod has placed details of the tree planting on the web site. Rod has also placed under the Landcare tab information on weeds found in Wandl.

#### **7.6 Social:**

1. Rod Cocks on duty for July meeting.

#### **7.7 Landcare:**

1. Les gave an update on the health of the recently planted trees. Les advised at the cost of about \$500 a trickle system can be run of the existing system. We could use one payment of the weed control/ watering grant to fund the trickle system. The weed control funding will run out in April 2022. We will reconsider next year whether to proceed.

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

1. Nil to report

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

1. Community zoom meeting will be held on 17 June. Topics suggested to be raised are progress of the water main works on Lyon Road, volunteer T shirts and mural on the Resource Centre visible from de Haer Road.
2. Debbie Cocks has donated a copy of the book Kwinana 3<sup>rd</sup> time lucky as a resource guide for local history. The book will be stored with the rest of the WPA documentation.

3. Les Whiddett advised that he has a contact in the tertiary education system. They look after international students and may wish to be involved in a Landcare project using grant funds. Les will advise if any further information is forthcoming.
4. Volunteer hours for the month Administration 37 hours, Meetings 22hours, Planting 20 hours, Maintenance 2 hours.

Meeting closed at 9.05pm.

**NEXT MEETING: 21st July 2021 at 7.00pm at Wandl Community Centre.**