

WANDI PROGRESS ASSOCIATION (Inc)
MINUTES OF THE MEETING HELD ON
Wednesday 21st June 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	Les Whiddett (Vice President)

2. APOLOGIES : Nil

3. CONTRIBUTIONS OF RESIDENTS/GUESTS : Nil

4: CONFIRMATION OF MINUTES

Amanda Marshall moved that the minutes of the meeting held on 17th May 2017 be accepted. Seconded by Les Whiddett. PASSED.

5. BUSINESS ARISING : Nil

6. CORRESPONDENCE IN/OUT

As per schedule distributed and emailed

The following matters were raised concerning the correspondence schedule :

Correspondence Out :

- A) Letter dated 28/05/17 issued to Wandi Woodturning club concerning the purchase and funding arrangement and treatment of GST for the purchase and installation of a dust extraction system for the pavilion workshop

Discussions were held over the terms of payment including GST applicable and how that would be paid for by each group . Following review by our treasurer the original structure agreed to and tabled in our minutes was for a 50/50 basis of payment between the WPA (Inc) and Wandi Woodturning club for the total invoiced cost of the dust extraction unit .

The WPA (Inc) is registered for GST whilst the Wandi Woodturning club is believed not to be registered for GST .In view of this we will treat our GST payment in the normal manner with paying 50 % of the total cost plus GST and then claim back the GST in due course .The other 50% payment will need to be invoiced to the Wandi Woodturning club for their 50% contribution of the total cost plus GST

Treasurer (Amanda Marshall) raised that our letter dated 28/05/17 needs to correct the wording as the two clubs treatment of GST is for their individual attention and action as it differs due to being registered we can claim back the GST payment

A amended letter will now be issued to Wandi Woodturning club advising them of this position and that they will be invoiced for 50% of the total invoiced cost plus GST and then they will

need to manage the payment in their records being agreed 50% of total cost plus the GST and no adjustment or discount will apply as incorrectly outlined in our letter

Action: Secretary to issue an amended letter to the Wandi Woodturning club advising them of the error in the wording and treatment of GST for the purchase and installation of a dust extraction system

RC raised that he is seeking confirmation to place an order for the purchase being \$13940 (Incl freight) but excluding GST . Basis of payment is 50% upfront and 50% on delivery

Motion : Rod Cocks proposed that an amount was allocated to pay up to \$16K to purchase the dust extraction system noting that 50% of total cost will be recovered from the Wandi Woodturning club Seconded Les Whiddett . Passed

B) Konga Club : RC advised that they had approached him whether we could consider installing professional drapes similar in quality to those previously installed in the pavilion with an estimated cost of \$2K

Discussion covered level of use of facilities by the club and the need of curtains and in view of this will seek to match quality/design of other curtains recently installed (Previous request was in 08/2016 from Affordable curtains)

Motion : Les Whiddett proposed that we get a quote for the purchase and installation of the curtains Chris Barnes seconded .Passed

C) Swordpoint association of WA: Seeking a letter of reference

Action: Secretary to contact and respond

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 \$1180

Accounts presented for payment in addition included the following :

1.R & D Cocks : \$866.00 cleaning/maintenance/consumables

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

Treasurer (AM) raised that with the financial year ending 30/06/17 whether with change in constitution if our financials will need to be audited at that date and if AGM will then need to be changed in line with proposed changes to our constitution. WT advised no further updated received since recent re lodgement of amendments required

Action : WT to follow up with constitution lodgement and acceptance/feedback

7.3 Facilities

DC advised normal bookings continue for use of the facilities including the Medieval group over the long weekend.

7.4 Projects

1.RC raised that Kane electrical works and quote for pavilion included sensor lights for the male and female toilets but not for the disabled toilet . COK (Ann) has been contacted and made aware and accepted the requirement of fridge circuit/urn additional work including a separate GPO for the urn and sensor for disabled toilet .RC will organise a fresh quote to include these additional items

Motion : Les Whiddett proposed that quote for \$1127.00 to now include sensor (Disabled toilet area) Seconded Debbie Cocks .Passed

2.Pavilion : Fridge area raised to look at putting a cupboard suitable for urn .Stainless steel bench with 1200mm x 600mm for \$350 .This will allow in the amenity area to move microwave off the bench

Motion : Les Whiddett proposed that we purchase a suitable bench up to \$500.00 Seconded Chris Barnes . Passed

3.Kane : Electrical works .Ceiling fans in end room were raised whether to be replaced and discussed and suggest we leave at this stage “As is” as they work but old.

4.Hall toilet cisterns ;Serviced by COK and now working and fixed. Twights plumbing suggested we replace in the future

5.Maintenance list : RC circulated list to show works done to date including those done at recent “busy bee”

Discussed next maintenance priorities including Galvanised cover on electrical poles , kids playground area, Disabled toilets (Handles) ,Pin up board for club rooms ,replacing shelving (Store room) ,Power box change locks/replace (4) ,Door stopper in amenity area /door to be shaved.

Action : We discuss at next meeting another busy bee date/time suitable

6.Monday 19/07/17 attended a council meeting which the Mayor (Carol Adams) organised with 2 council engineers in attendance. An amount of \$300K has been set in the 2020 in the budget for works to be under taken to have a wider entry into the Wandri community centre with dual road access .This would involve taking out part of the entry wall rather than another access. Initially a survey of the area will be undertaken over the next three months.

7.5 Social Nil

7.6 Landcare :

LW advised the Community planting day will occur on Sunday 25th June 2017 and will be followed by a talk from Peter Stanley (Verge planting) and then from 1 pm to 4 pm discounted native plants will be available for purchase

7.7 Website /Facebook : No report

7.8 Associations Incorporation Act :WT advised no update on resubmission at this stage but will provide a further update at next meeting

7.9 Wandi Management Group : No meeting held

7.10 Combined Wood Group : No report

8. WANDI WARBLER :

DT will be co ordinating the next edition which is due as at end of July 2017 for completion and distribution

Action: DT again sought that if every committee person can again provide one article over the next month 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 submitted and had accepted a community 1st aid course to build skills and awareness for up to 50 people within our communities

Action : KW to contact St John's ambulance and lock in a date of either 7/10/17 or 14/10/17 and discuss project and how best to ensure we publicise to get maximum take up and how best to promote the event at our next meeting

9.2 Supper : July meeting Joint CB/AM & DT

Action : RC Supper for June meeting

10 NEXT MEETING Wednesday 19th July at 7.00pm.

ACTIONS:

6.0A	KW	Amended letter to issue to Wandi Woodturning club
6.0C	KW	Contact and respond re letter of reference
7.2	WT	Follow up of new club constitution lodgement
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	Contact St John's ambulance services re community 1 st aid course
9.2	CB/AM/DT	Supper for July meeting