

**WANDI PROGRESS ASSOCIATION (Inc)**  
**MINUTES OF THE MEETING HELD ON**  
**Thursday 15<sup>th</sup> March 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)	Debbie Tentori
Les Whiddett (Vice President)	Debbie Cocks
Amanda Marshall (Treasurer)	Ken Workman (Secretary)
Rod Cocks	Chris Barnes

**2. APOLOGIES :Nil**

**3. CONTRIBUTIONS OF RESIDENTS/GUESTS : Nil**

**4: CONFIRMATION OF MINUTES**

*Amanda Marshall moved that the minutes of the meeting held on 23<sup>rd</sup> February 2017 be accepted. Seconded by Debbie Tentori. PASSED.*

**5. BUSINESS ARISING : Nil**

**6. CORRESPONDENCE IN/OUT**

As per schedule distributed and emailed

In

- >Email dated 07/03/17 COK from Alyce Atkinson re workshop mini series
- >Email dated 13/03/17 COK re photographer to Neighbour day
- >Email dated 13/03/17 COK re Flyers/Banners for Neighbour day
- >Letter undated from WAWA re relocation to Wandi community centre

Facebook article re WPA and Honeywood resident association (Jo Minney) re promotion of clubs and services in the area

Out : Nil

Action : AM to contact Honeywood resident association (Jo Minney) and seek for a letter to be sent to the WPA outlining what they would like to have placed on our website for the WPA committee to consider at our next meeting

**7. REPORTS**

**7.1 President :** WT wished to thank everyone who was able to attend the recent busy bee to prepare the surrounding areas/gardens and buildings for the Hope valley school reunion .The busy bee and subsequent re union event was a great success. WT received some really good feedback on the spirit of the busy bee.

**7.2 Treasurer**

The Treasurer's report was distributed prior to the meeting. Current bank balance is \$72,902.60

Accounts presented for payment:	
R & D Cocks (2 mths cleaning & maintenance)	\$1200.00
R & D Cocks (Incidentals)	\$ 161.93
Animal Farm (Neighbour day)	\$ 450.00
Fees to lodge new constitution	\$ 40.00
Annual insurance (Arthur J Gallagher)	\$1642.00

Income \$527.00 with a \$15 membership fee

Debbie Tentori moved that the Treasurer's report be accepted and payment be made .Seconded by Chris Barnes . Passed **Action AM to pay accounts**

Treasurer AM advised she will be back from leave for Neighbour Day function but in interim will arrange for Neighbour day band (Déjà vu) to be paid \$400 for services

Les Whiddett moved that the Neighbour day band (Déjà vu) be paid \$400 .Seconded by Debbie Cocks . Passed

AM advised that former committee member Janet Carr will be removed from Bendigo Bank account and secretary Ken.W to be lodged as a replacement signatory and forms have been signed

### **7.3 Facilities**

DC advised very busy month with a number of functions including the usual bookings along with State Election use of premises with invoice issued for \$630.00. On 26<sup>th</sup> March the bike riding will be using the facilities in the morning of the neighbour day and have access to the hall as part of a 80km bike ride event including the use of toilets .Event should be finished between 1pm/2pm before we commence Neighbour day activities. A caravan group have booked for 1<sup>st</sup> April using the oval and there is also an upcoming cultural conference for 4 days from 5/04/17 to 08/04/17

### **7.4 Projects**

RC thanked for the help of those who attended the facilities to prepare a "Wish" list of possible works to be undertaken with aim of improving the facilities which has since been collated and distributed to all committee members for their review .

There was not an order to the list and some jobs can be done as busy bees by the committee and family/friends whilst trade or major items will require quotes from contractors /professionals such as electricians

CB raised that the tennis court nets need fixing and suggestion was we buy 1 net then commence to rotate and fix lining on the bottom of the nets needing repair . Discussed we have previously purchased nets from a company that supplied the State tennis centre a number of years ago

RC discussed the works list presented and raised preference for work on the Community Hall to paint inside/outside including ceiling and also do the floor sanding as some of the larger items to be considered. Minor jobs could include fixing the actual base of power posts that house the free standing power boards used by caravan clubs and consider whether additional power posts

needed which would require an electrician .Other items discussed were installation of additional ceiling fans and replacement and cleaning of lights/fittings including one in the disabled toilet.

RC advised that the council may assist and do some maintenance of existing facilities but not new works and RC will approach council (Scott) to discuss level of council involvement

RC raised that the other project of discussion was the Dust extractor for wood workshop area and presented a quote for \$13940.00 (Not incl installation/electrical works) .Also presented a plan of workshop and proposed location over the lathes .A price for total installation to be provided and possible project in total will cost circa \$20K .Funding as discussed previously proposed to be on 50% WPA and / 50% Woodturners group and RC will attend their next woodturners meeting on first Thursday of April to give them an update on costings.

AM raised position if there is a future breakdown/repair (Outside of any warranty) required for the dust extractor or consumables who pays for them .RC confirmed that this would not be the council and a sinking fund would be required for future maintenance but these are areas that need to be clarified to avoid potential future issues as to determine whether the woodturners or WPA is responsible. WT suggested a letter of understanding of terms/conditions was required on responsibility and ongoing maintenance payment by the users outlining responsibilities.

RC & LW attended a meeting for upcoming Environment day on Sunday 25/06/17 which was attended by 4 council officers. They looked at the whole centre including the various buildings ( pavilion & resource centre) and the oval.

The COK has allocated a budget for the day and wants to involve the clubs using the facilities around a healthy lifestyle theme and that day could also include events like cooking demonstrations with further details to be provided

#### **Actions :**

- 1.CB will seek to get a quote for repairs to the bottom of the tennis nets .
- 2.KW to locate a tennis net supplier and get a cost on various types/quality/range of net available for next meeting
3. LW advised he will commence obtaining quotes for painting inside/outside and cost out sheet metal required for free standing posts
4. RC will approach council (Scott) to discuss council involvement and will follow up re BIOMAX covers damage

**7.5 Social Nil**

**7.6 Landcare :**

LW raised Environmental day scheduled for 25/06/17 and looking at having on the same day incorporating a tree planting day (Angela Jakobs)

**7.7 Website /Facebook : No report**

**7.8 Associations Incorporation Act**

WT confirmed that with RC they have worked up documents and completed final “draft” of our amended constitution and submitted online on 14/03/17.Estimated it will take 10 days to process

**7.9 Wandi Management Group : No report**

**7.10 Combined Wood Group** : No report

## **8. WANDI WARBLER :**

DT has obtained the warbler template/format from previous secretary (Janet Carr) and will include and amend secretary address details ( KW) .

Clean up Australia day confirmed as set for 07/05/17

**Action : Seeking that all committee members assist with provision of a suitable article of interest to the community and submit details to DT before the end of April to assist with production**

## **9. GENERAL BUSINESS**

### **9.1 Neighbour day : Summary of action still required**

- >LW will drop off event application form to COK and pick up flyers for distribution
- >DT is working out meat quantities and price on all food required as part of budget allocation
- >DC to make gravy and bread rolls to be sourced by Kinta .Last year 400 rolls for \$180 and estimated to buy 400 bottles of water.
- >DC to seek to work out catering quantities and amount of meat required for 400 rolls and will purchase 2 packs of vegetarian sausages (20)
- >AM confirmed Mandogolup fire brigade are happy to attend/support and looking at 3pm to 6pm

**9.2 Clean up day on 04/05/17** : DT has contacted Angela Jakobs (COK) and clean up day will run from 8.30am to 11.00am on Sunday 7<sup>th</sup> May 2017 . Coffee van being organised .Rubbish will be removed on Monday 8<sup>th</sup>

9.3 LW raised that Hope Valley school memorabilia is currently housed and held at the Mandogolup fire station .Discussion held whether it would be better located on display in the school building .If so could have memorabilia which includes items from the time capsule housed in a new cabinet and also mount the honour boards on the walls of the school building. RC advised that we could apply for a grant from the council to source/install a cabinet as a minor capital works grant in the first classroom

### **Action :**

1.KW to write to the secretary of the Mandogolup fire brigade seeking whether they are willing to relocate the memorabilia for display in the school building .The fire brigade meet on the 1st Wednesday of each month

2. DT raised whether LW & RC could write an article on the school re union for the upcoming Warbler

9.4 RC discussed letter received from WAWA (woodturners association) seeking for a permanent location for an office for their meetings and storage. Committee discussed position that we move out of our meeting room back to original meeting area, RC will provide size of room/facilities to WAWA and arrange to have contact with them and a meeting to view the premises. Committee has agreed in principle for allocation for use of meeting room and discussed a \$1200 pa rent to cover costs associated and use of a permanent office area. Future storage of wood supplies will need further discussion on whether a suitable area is available

**9.5** Supper : April meeting KW

**10** **NEXT MEETING** Wednesday 19<sup>th</sup> April at new time 7.00pm.

**ACTION:**

- 6.0 AM Contact Honeywood resident association (Jo Minney) re WPA website  
7.2 AM AM to pay accounts  
7.4 CB Seek to get a quote for repairs to the bottom of the tennis nets .  
KW to locate a tennis net supplier and get a cost on various types  
LW to obtain quotes for painting inside/outside and cost out sheet metal  
RC will approach council (Scott) to discuss assistance and BIOMAX covers  
8.0 All Articles to assist with Warbler production  
9.3 KW Letter to Mandogolup fire brigade re Hope Valley school memorabilia  
RC/LW Write article for Warbler re Hope valley school re union  
9.5 KW Supper for April meeting