

WANDI PROGRESS ASSOCIATION (Inc)

MINUTES OF THE MEETING HELD ON WEDNESDAY 20th MARCH 2019 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) , Les Whiddett (Vice President), Rod Cocks (Vice President) , Debbie Cocks, Chris Barnes ,Ken Workman (Secretary) , Debbie Tentori and Mark Wells.

Guests: Nil

2. APOLOGIES: Amanda Marshall (Treasurer)

3. CONTRIBUTIONS OF RESIDENTS/GUESTS: Nil

4. CONFIRMATION OF MINUTES:

Rod Cocks **MOVED** that the minutes of the meeting held on 27th February 2019 be accepted . **Seconded by Chris Barnes . PASSED.**

5. BUSINESS ARISING : Nil

6. CORRESPONDENCE IN/OUT - As per schedule distributed and emailed

Correspondence In:

1. 28/02/19 COK (Jenny Hammington Place leader) : Email community leaders form "The follow on"
2. 06/03/19 COK (Jenny Hammington Place leader): Email COK flyer to promote neighbour day events
3. 14/03/19 Centre Court renovators letter re quote for cleaning and re marking of 2 tennis courts
4. 18/03/19 Dr Stan Salagaras (CEE consulting) invitation to QUBE property group development strategy meeting 27/03/19
5. 19/3/19 COK (Angela Jakob Bush care officer) re community environment program grants.
6. 19/03/19 COK (Jenny Marslen Place leader) email received with attachments of amended lease agreement and interim costing schedule

Correspondence Out :

1. 05/03/19 Wandi Community groups email issued invitation seeking involvement at upcoming neighbour day event
2. 06/03/19 Mandogalup bush fire brigade email issued invitation to attend upcoming neighbour day event

Actions :

1. Les Whiddett and Ken Workman to attend Community leaders form "The follow on" session on Thursday 28/03/19 from 6pm to 8 pm at Ken Jackman Hall (North) ,Darius Wells resource centre .KW to submit RSVP.
2. Mark Wells to attend invitation and submit RSVP to Dr Stan Salagaras (CEE consulting) re QUBE property group development strategy meeting 27/03/19.

7. REPORTS

7.1 President: No report

7.2 Treasurer :

Treasurer submitted an apology for this meeting but in her absence the following payments ,which were previously circulated and approved by majority of committee members prior to this meeting , are recorded in the minutes as being approved for payment:

1. Insurance premium for 2019/20 (13 mths) for \$1866 on 16/03/19
2. Neighbour day event : Barn Babes Petting zoo \$475.00 on 17/03/19
3. Neighbour day event band \$400.00 approved on 09/03/19

Treasurer's report will be presented at our next meeting for approval

7.3 Facilities

Debbie Cocks provided an update on bookings for the last month including that \$1070.00 was to be banked. Recent bookings including a wedding and a local Lions club function had their 40th birthday celebration at the hall.

7.4 Projects:

Rod Cocks advised the following:

1. Dust extraction system: Lottery west board : No update since our last meeting but outcome is still expected to be formally advised by the end of March 2019.
2. Alarm system half yearly check of electrical system to be undertaken in view of recent false alarms
3. Parquetary floor in the hall quote obtained to sand surface and re seal. Last done in 08/2011 for \$3600 plus GST and should be done approx every 5 years so now over due although surface has handled level of wear and tear . Initial cost estimate to re do is estimated to be in the order of \$6K to \$6500 and will take 3 to 4 days to complete. 2nd quote to be obtained.
4. Local resident and user of tennis courts (Jim Russell) assisted our committee with cleaning up and removing residue dirt build up in the tennis court and also assisted with replacing a damaged tennis net using a spare held. Committee appreciated Jim's effort to provide assistance.
5. To obtain a 2nd quote for painting of the high ceiling areas and internals of the community hall following initial quote obtained late last year. Intention to seek to align and complete internal hall painting just prior to proposed works to be done on community hall floors.
6. Water tanks have had a Health department inspection completed with sample results outcome to be advised in due course.
7. Received Tennis court quote (Refer correspondence) for a high powered cleaning of surface and then repainting of all lines with quote of \$3,300 plus GST from Centre court renovators. Discussion held and couple of areas to be clarified around removal of dirt/sand and as the area impacted is a spoon drain runoff we need to ensure rain water can still drain into the sump and not be filled with residual sand from cleaning process. Also water pressure level sought in quote maybe an issue as we are not on mains pressure (rain tanks only) and preference with works to be done in the winter to avoid using our tank water reserves (Water fill cost of \$120 a load) and delay until the end of summer to minimise cost of buying water before rains commence.

Action : KW to seek clarity on issues raised and seek for a 2nd quote .If possible look at whether a softer water cleaning brush system is available to minimise potential damage to court and surrounding area surface in view of age since original installation. Committee are in agreeance that works need to be done to maintain area although current hire and usage is not high but forms part of our facilities. Report back at next meeting.

7.5 Communication Officer :

Mark Wells advised the following:

1. Our facebook page has been updated to promote our upcoming community neighbour day event on 31st March 2018.
2. Anketell local residents will have a pamphlet drop to promote the neighbour day event.
3. The Warbler distribution list is now held and ready to be used to distribute the latest edition.

7.6 Social:

Action: April refreshments : Les Whiddett to bring refreshments/supper

7.7 Landcare:

Les Whiddett advised the following:

1. Our community planting day will be on 30/06/19
2. Angela Jakob (COK) email dated 19/03/19 (Refer correspondence) received concerning community environment program grants and seeking for WPA Inc support in principle. Proposal is Angela would like to apply for community grants of \$10K for Wandii/Anketell and \$10K for Casuarina /Wellard with up to \$20K available for one project. These community grants ,if approved, would then allow for a program along lines of a matching funding to landholders prepared to control weeds in particular Veldt grass on their properties. At this stage limited information of how program would work and be implemented and dependent on

whether application was successful. Discussion held and “in principle” committee is supportive of an expression of interest being prepared and submitted by Angela Jakob (COK) to assist landholders with controlling specific weeds on their properties

Action : KW to submit a response by 28/03/19 to Angela Jakob (COK) confirm WPA Inc support “in principle” for the project

7.8 Website/Facebook:

Mark Wells and Rod Cocks discussed getting together to arrange a handover of access codes for our webpage as part of new communication officer role. This will then allow Mark to review the website and pages and look to update site (where required) including uploading our latest minutes and other local interest subjects and promotional items.

7.9 Outstanding Lease Agreement :

Refer email dated 19/03/19 (Correspondence) received which was received and distributed the day before our meeting to committee members for review. Email had a costing schedule for some of the costs associated along with a copy of the amended lease agreement.

Brief discussion held around understanding the implications of the proposed amended lease agreement including the impact on WPA Inc volunteer workloads ,costing & financial impact and the need to fully understand whether proposed tenant obligations were financially sustainable. The proposed new lease agreement would be committing current and future committees to a range of obligations outlined in the lease terms including an extensive maintenance schedule and specific clauses including what would be required should the WPA Inc seek to terminate or not renew it's lease at a future date or not exercise a renewal option.

Action :

1. In view of the limited time available before our meeting to fully review President Wayne sought that all committee members including our Treasurer (Currently on annual leave and absent) to read information provided and we will again review at our next WPA Inc meeting.
2. KW to send an email response to update Jenny Marslen (COK) on current position

8. WANDI WARBLER:

DT advised she has completed a final “draft” of the summer edition of the Warbler including a page promoting the upcoming community neighbour day event being held on Sunday 31st March 2019.

9. GENERAL BUSINESS

1.Neighbour Day 31st March 2019 : Debbie Tentori gave an update as follows:

A) Brumby's have been requested to provide 450 buns for the day which can be collected anytime after 12.00pm

B) All meat and food requirements have been ordered

C) Discussed whether WPA Inc should have our own table promoting our purpose and recent achievements alongside other clubs/associations. Committee felt it was probably better on a busy day for us that we circulate around the various activities and talk to people attending about our association whilst they are at the neighbour day event. Also seeking that we focus on getting people to enjoy the area near the band and opportunity for our President to make a brief announcement to celebrate the purpose of the day and acknowledge support from the band stage area.

D) President WT advised that the local Mandogalup volunteer fire brigade would be attending and available to provide a demonstration unless a fire emergency requiring their services was in place.

E) Raised that we are having some troubles securing pony rides that were previously provided by Sam Martin due to necessary insurance cover and meeting other COK event requirements.

Actions:

1. KW has sourced another pony hire business and will follow up to see if we can secure as previously Sam's effort were very popular with children and parents.
2. KW to pick up buns by 12.30pm on Sunday 31st March 2019
3. All committee members: On the day seeking assistance from all committee members/family and volunteers to be available at 1.30pm to get the areas set up for 3 pm start with the event running until 6 pm .All community groups attending would also need to be set up (Including club /association Tables) by 2.30pm.

4. Will need sign showing location of toilets and also a sign at the entry to inform free food/coffee
5. Check amount of bottle water held for distribution.
6. LW to contact COK re games (large) and collect if available from COK

10 NEXT MEETING : Wednesday 17th April 2019 at 7pm

Meeting closed at 9.05pm.