

## WANDI PROGRESS ASSOCIATION (Inc)

### MINUTES OF THE MEETING HELD ON WEDNESDAY 22<sup>nd</sup> MARCH 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, Debbie Tentori (part), Wayne Tentori (part), Les Whiddett (Vice President),

Apology Gary White Amanda White

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

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

Nil.

#### 4. CONFIRMATION OF MINUTES:

Chris Barnes MOVED that the minutes of the meeting held on 22<sup>nd</sup> February 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. Out 18 Feb COK response to the proposed lease
2. Out 18 Feb COK response re Greening grant
3. In 19 Feb JPS WPA Website switched to WPA
4. In 6 Mar COK Community Social Strategy Focus Group. Posted on Facebook.
5. In 8 Mar Jenny Marslen Request for feedback Waste and Recycling Guide. Posted on Facebook.
6. In 11 Mar COK re Round Table meeting March
7. In/Out 11 Mar WAWA re roller door security and upgrade
8. In 16 Mar COK Disability Access Inclusion Plan Workshop

#### 7. REPORTS

##### 7.1 President:

1. Ken had received advice from Jenny Marslen re the Jack Wandie Trail. The Watercorp may consider sponsoring the JWT. The discussions are at a preliminary stage.
2. Lease is ongoing. Reminder has been sent to the COK and response yet to be received.
3. Community Meeting will be held 23<sup>rd</sup> March. One item on the agenda is the St Johns Heart starter grants. \$2000 of defibrillator equipment will be provided for \$249. Defibrillator must be installed in a location that is accessible by the public. There may be ongoing maintenance costs. Mark to proceed with application.
4. Ken raised the recent news story about 103-year-old lady swindled out of money by scammers who intercepted communications and inserted their own bank account details for a EFT. Ken reminded us for transactions over \$500 to check and confirm details.

## **7.2 Treasurer:**

1. Amanda provided a financial report by email prior to the meeting. The current WPA bank balance is \$125762.07. The City of Kwinana have deposited the greening grant. Debbie Cocks advised that the income for the month was \$569.50.
2. There were bills presented for approval for payment. The accounts were \$23.09 to Mark Wells for Zoom subscription, \$323.13 to S Farnsworth for cleaning, and \$26.44 to mark Wells to reimburse payment to Weebly for 1 month's web hosting.
3. It was MOVED Les Whiddett, SECONDED Ken Workman that the WPA pay Weebly for 1 year's web hosting. PASSED. Mark Wells to pay the subscription as Weebly only accept Credit Cards and to be reimbursed by the WPA. Noted that one year's subscription will be cheaper then paying monthly over a year.
4. It was MOVED Rod Cocks, Seconded Debbie Cocks that the treasurers report be accepted, and the payments itemised in point 2 be paid. PASSED.
5. Wayne Tentori advised prior to the meeting the WA Department of Commerce required the WPA to submit an annual statement for 2020, and they also required one for 2016. The WPA has 6 months from the date of the AGM to submit the report. Wayne will follow up with Amanda and submit the required paperwork.

## **7.3 Facilities:**

1. Debbie Cocks gave an update on the current bookings. There have been queries from hirers about the current Covid limits. Ken will follow up with the COK at zoom meeting on 23<sup>rd</sup> March and advise.

## **7.4 Projects:**

1. Rod advised that the kitchen passed the Health Department inspection. Thank you for the helpers who assisted in the clean.
2. The 2-burner cooktop has been replaced and instructions for the operation of the oven has been installed.
3. The pump in the hall was faulty. Les switched in the spare and it was taken away for maintenance. A O ring was replaced, and it tested Ok. There was no charge for the work.
4. The cistern in the Hall Ladies toilet was faulty. An internal part was faulty and replaced. Cistern is now working correctly.
5. Covid forms are still be completed and are stored at Rod and Debbie's home.
6. Planet Security have diagnosed the problem with the 4G module. The problem is actually with the security panel, and a new panel maybe required. The issue is ongoing.
7. There is a water leak in the air conditioning unit in the workshop. Rod contacted the City of Kwinana several occasions and the City have finally attended on 22<sup>nd</sup> of March.
8. WAWA roller door. The WAWA storage area door currently has a lock at ground level which is difficult to reach. The door has also been damaged by vehicles and is out of alignment. WAWA has proposed several solutions. The installation of a personal door for access was considered but will require COK approval, decrease the security and potentially reduce the structural integrity of the building. The preferred option is a new automated roller door with a removable security bollard in front of the door. The quote is for about \$2500 for the automated door and \$500 for the bollard. It was MOVED Mark Wells, SECONDED Les Whiddett that the WPA will consider a 50/50 funding of the automated roller door and bollard with WAWA. PASSED. Mark to write to WAWA with the offer and request a copy of any quotes obtained for consideration.
9. At this time Wayne and Debbie Tentori joined the meeting.

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

1. Mark gave an update on Facebook and Web site activity.
2. Mark and Debbie Tentori to place on Facebook reminders about Neighbourhood day.

#### **7.6 Social:**

1. Debbie Cocks on duty for April meeting.

#### **7.7 Landcare:**

1. Some quotes have come through for the works associated with Greening Australia grants. We are still waiting for more quotes.

#### **7.8 Neighbour Day**

1. Debbie Tentori gave an update on Neighbour Day.
2. Summary of the logistics is 10Kg Onion 150 Sausages 2 packs vegetarian sausages Debbie Cocks buying and cooking.  
12 Kg Silverside 12Kg Pork Marilyn Whiddett Buying, Beth Wells, Ken Workman, Wayne Tentori cooking.  
450 Buns 10 loaves of sliced bread Ken Workman ordering and picking up from Brumbys.  
200 Bottle water and Ice. Mark Wells buying. Mark Wells Ken Workman and Les Whiddett to provide eskys.  
Food serving Chris Barnes plus at least one other.  
Condiments and Serviettes Marilyn Whiddett  
Covid signs, sign in sheets and sanitiser Mark Wells  
Toilet signs plus A frame blackboard to be displayed.  
Archery and LARP by the basketball court.  
TK Dance, marquetry, playgroup, woodworkers and perhaps Smithy under the trees behind resource centre  
Pony rides, bouncy castle, petting zoo and face painting on the oval near de Haer rd. goalposts.  
MVFB on the oval, may need access to leave if a fire.  
Band usual location need chairs and tables.  
Ice cream and Coffee on the roundabout clear of the gate.

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

1. Nil to report

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

1. Chris Barnes advised she has dug out some of the caltrop weed around the centre. There is some more around which will require removal.

**NEXT MEETING: 21 April 2021 at 7.00pm at Wandi Community Centre.**

Meeting closed at 9.16 pm.