

WANDI PROGRESS ASSOCIATION (Inc)

MINUTES OF THE MEETING HELD ON WEDNESDAY 27th NOVEMBER 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

Ken Workman (President), Les Whiddett (Vice President), Rod Cocks (Vice President), Amanda Marshall (Treasurer) Mark Wells (Secretary), Gary White, Debbie Cocks, Debbie Tentori, Chris Barnes and Wayne Tentori

Guests: Nil

2. APOLOGIES: Nil

3. CONTRIBUTIONS OF RESIDENTS/GUESTS: Nil

4. CONFIRMATION OF MINUTES:

Correction to October 23rd, 2019 Minutes, Gary White attended the meeting

Wayne Tentori MOVED that the minutes of the meeting held on 23rd October 2019 be accepted. Seconded by Rod Cocks, PASSED.

5. BUSINESS ARISING:

Ken Workman and Les Whiddett attended Community Leaders Forum on 19 November

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

Correspondence In:

1. 24/10/2019 Jenny Marslen (COK Place Leader) Request to advertise Conflict Resolution Forum
2. 05/11/19 Simone Avar (COK) Lease costings
3. 06/11/19 COK acknowledge Volunteer of the Year nomination
4. 11/11/19 Jenny Marslen (COK Place leader) Reminder COK Leaders Forum
5. 12/11/19 Russell Cox (COK Community Development Officer) Medina Harvest Festival
6. 15/11/19 WAWA Request for storage

Correspondence Out:

1. 24/10/2019 Jenny Marslen (COK Place Leader) Notification of new office bearers WPA
2. 18/11/2019 COK Volunteer of the Year Nomination Form
3. 21/11/2019 Lotterywest Outcomes report dust extraction equipment.

Actions:

Rod Cocks gave a briefing on the WAWA request. WAWA have established an Embellishing and Resin group who are using the Pavillion woodworking area twice a month. Their work needs a dust free environment for 24 hours to dry. There is one spare storage locker. The committee gave the approval for the group to use the last locker with the appropriate keys to be issued. The locker will also be used to store hazardous material.

7. REPORTS

7.1 President:

1. Ken thanked the committee for their input into the proposed lease.
2. Ken gave a summary of the Community Leaders meeting. There was a workshop on bringing back the Kwinana Festival. The forums have been viewed as beneficial to COK staff as it has given them an opportunity to connect with grassroots organisations. The efforts and leadership of the WPA was

acknowledged. The RSL advised if you or one of your parents is an ex service person you are eligible to join the RSL. The Community Leaders forums are likely to be held less frequently in 2020.

3. The Whiddett family will host the next WPA meeting at their house. Supper to follow and each committee member to bring a plate and refreshments.

7.2 Treasurer:

Treasurer's report was circulated prior to the meeting.

Bank balance as at 24/11/19 was \$93402.69

Income received was \$754.50

Telstra phone bill of \$32.20 was automatically paid.

Payments presented for approval:

Supa Cool Airconditioning \$5615.50 (Balance of Air-conditioning install)

M& F cleaning \$351.89 (Cleaning)

P Squared Agencies \$1237.50 (Consumables August to November)

R & D Cocks \$62 (Incidental expenses Bunnings and stationery)

Motion: Les Whiddett MOVED that the payments be made. SECONDED by Wayne Tentori - PASSED

The Treasurer's report was moved as true and correct by Les Whiddett and seconded by Mark Wells -PASSED

1. Amanda Marshall advised that the signatories on the Westpac account had been updated. All approvals have to be signed by 2 committee members. Current signatories are Amanda Marshall, Ken Workman, Debbie Tentori, Les Whiddett and Mark Wells. The signatories for the Bendigo Bank account have not been changed as this account is not used for day to day operations of the WPA.

7.3 Facilities:

1. Debbie Cocks asked for approval from the committee to refunds of bonds of \$1000 to Medieval Group and Hammond Park High School.

Motion: Chris Barnes MOVED that the payments be made. SECONDED by Mark Wells - PASSED

2. Debbie Cocks provided a summary of the current bookings. The Wandie Hall has been booked out for the most weekends in November and December. There are two bookings from caravan groups in December.
3. The Wandie Hall has been booked for New Years Eve. No bookings are being taken for Christmas day or Boxing day.

7.4 Projects:

Rod Cocks advised the following:

1. The WPA is running short of electronic security cards. We have 100 blanks. The COK preferred supplier (Planet Security) can programme the cards. Cost will be \$100 to \$150 for callout plus time taken to programme. The cards will cost \$50 to users. Rod advised he will calculate how many are required and will arrange for programming them for the areas which require them.
2. The Resource Centre water was failed at the last check. Chlorine tabs were put in and the water still failed. Dry chlorine was put in the tank and the water passed the check. The water level in one tank is low and it is suspected that there is a leak in a pipe. The pipe should be checked.
3. The Airconditioning unit is leaking water. Suspect the drain is blocked. The unit needs maintenance and the line require a clean out.
4. Airconditioning unit in the clubrooms failed. Les Whiddett contacted the contractor. A faulty control unit was replaced.
5. On Sunday 24th November the alarm in the Clubrooms and Hall were reported as faulty. Planet Security investigated. Circuit breakers were accidentally switched off by furniture placed in the wrong location. A broken panel was placed over the circuit board. Other minor maintenance was done. Account still to be received.

6. Airconditioning has been installed in the pavilion. Controllers are hard wired. Instructions on usage have been placed on the wall.
 7. New scissor mop has been bought to replace the one that was 20 years old.
 8. Woodturners have gained funding from the Community Chest to install better lights and more power points in the woodshop area of the Pavillion.
 9. The Good Samaritans truck making a collection from the charity bin ran into the fire drop tank pipe which caused a leak. City of Kwinana fixed the pipe.
3. The COK have advised that the COK will be storing used road base in the Car Park in the next couple of weeks. The road base will be used by the COK for the road shoulders of Anketell and Bodeman roads.

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

Mark Wells advised the following:

1. Mark gave a briefing on the latest Facebook postings. Several City of Kwinana events were posted.
2. Website profiles for Amanda Marshall and Gary White were updated. Update to the Medieval group page

7.6 Social:

1. December meeting will be held at Les and Marilyn Whiddett's house. Everybody to bring a dish for light supper.

7.7 Landcare:

Gary White agreed to be new Landcare coordinator. Les Whiddett will assist Gary in the role. The City of Kwinana at the Leaders Forum advised there will be funding available next year for Landcare projects. Ideas for funding will be discussed at future committee meetings.

7.8 Outstanding Lease Agreement:

Discussion deferred to end of meeting

8. WANDI WARBLER:

No update.

9. GENERAL BUSINESS

1. Chris Barnes advised that the Water Corporation will be laying a new water pipe down the east side of Lyon Road from Rowley Road to Cassowary Close. The pipe is required to maintain water pressure in Honeywood and other developments in Anketell. The work will commence in January and will take about 4 months. Residents to the east of the pipe will not have to pay water rates.

2. Debbie Tentori raised Neighbour Day and whether the COK will be making a grant for 2020. We have had enquiries from the band. Ken Workman to email Jenny Marslen to find out whether funding will be available.
Action Item Ken Workman to email Jenny Marslen re Neighbour Day 2020.

3. Lease Agreement continued.

1. Subcommittee met on 6 November and went through the lease line by line. Submissions from WPA committee members not present were also considered. Thoughts on the lease were collated and circulated prior to this WPA committee meeting.

2. Costings on various items were forwarded by Simone Avaré (COK Property Management)). The COK have no record of Synergy accounts. The COK believe the COK does not pay the power bills. There is a concern that the WPA maybe liable for past power bills. Previous management agreements required the COK to pay for power for bores that provide water to the ovals. It is expected to be difficult to review past bills to breakdown the

costs between the water bores and the rest. Synergy bills for other halls in the COK area are in the range of \$12000 to \$15000 per year.

3. The sub committee recommended that the way forward was for the COK to fund major maintenance whilst the WPA be responsible for minor maintenance.

4. The subcommittee recommended that we a portion of our income to the COK to assist with the costs associated with managing the Wandi Community Centre. The WPA returns any profits back into providing facilities and benefits to the community. The WPA needs to retain funds to replace infrastructure as it wears out.
5. If the COK takes over the management of the Wandi Community Centre any capital expense will have to go through the COK budget process. The WPA have the flexibility to authorise the purchase of infrastructure in a shorter time frame.
6. It is difficult to compare the Wandi Community Centre with other COK facilities. Management of other COK facilities is performed by paid staff, whilst the Wandi Community Centre is managed by volunteers. The volunteers take no payment for their services.
7. Amanda Marshall advised if the Wandi Progress Association paid for the power bill in 2018 to 2019 financial year the WPA would not have made a surplus.
8. It was unanimous decision to change clause 3 regarding payments that the WPA is prepared to pay to the COK a percentage of the WPA cash surplus each financial year as a contribution to the management of the Wandi Community Centre. We will also insert a clause that specifies the WPA is not liable for any previous charges under previous agreements. Mark Wells to draft suitable words and circulate for approval prior to submission to the COK.

10 NEXT MEETING: Wednesday 18th December 2019 at 7pm Les and Marilyn Whidett's house

Meeting closed at 9.09 pm.