

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY  
PROGRESS ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON  
MONDAY 12<sup>th</sup> DECEMBER AT 7.30PM**

- PRESENT:** Ted Buttfeld (Chairman), Beth Faulkner, Graham Newstead, Kevin Forrest, Margie Dodd, Graham Klose, Rowena & Richard Smith (Park Managers), Janette Butler (Finance Officer), Gabrielle Gutsche (minute taker).
- 1. WELCOME:** Ted Buttfeld welcomed everyone to the meeting.
- 2. CONFLICT OF INTEREST:** Nil
- 3. APOLOGIES:** Ken Osterstock, Don McPhee, Bruce Meehan, Jeff Brundell, Veronica Brundell
- 4. MINUTES:** Minutes of the meeting held on 14<sup>th</sup> November 2016 amended.
- Graham Newstead moved                      Margie Dodd seconded**
- That the amended minutes of the meeting held on Tuesday 14<sup>th</sup> November 2016 be accepted as a true and accurate record.**
- Carried #1 12/12/16**
- 5. MANAGER'S REPORT:** Richard and Rowena Smith
- 5.1** Amenity doors to be installed Tuesday 13<sup>th</sup> December.
- 5.2** Janette sourcing further quotations for the roof replacement at the OPD Caravan Park amenity and the Visitor Centre.
- 5.3** Discussion regarding Caravan Park road repairs. Graham Newstead will source contractor for a particular section which requires urgent repairs. Graham to liaise with Janette.
- 5.4** Discussion of Caravan Park lease and inspections.
- Rowena Smith moved                      Graham Klose seconded**
- That Caravan Park Managers report be accepted**
- Carried #2 13/12/16**
- Caravan Park Managers left meeting at 8:30pm and did not return.**
- 6. FINANCE REPORT**                      **Graham Newstead                      Margie Dodd seconded**
- That the Finance Report for November 2016 be accepted.**
- Carried #3 12/12/16**
- 7. MATTERS ARISING:** 7.1 Discussion of replacement options for deteriorating AED

Cabinets. Purchasing 2 AED cabinets allows a spare to be available for rotation while another is being reconditioned.

**Kevin Forrest moved                      Graham Newstead seconded**

**To purchase 2 weatherproof AED cabinets.**

**Carried #4 12/12/16**

**7.2** Discussion of annex flooring options to be purchased and available for hire at the OPD Caravan Park. Resolved to purchase 2 x Grip-a-Mats.

## **8. CORRESPONDENCE**

As tabled

**8.1** YP Futsal Soccer Club requested sponsorship contribution. Resolved to donate \$300 towards Vincent Stephenson's Sydney trip.

**8.2** Request for sponsorship from Henley SLSC for the 2017 'Big Row'

**Graham Newstead moved                      Kevin Forrest seconded**

**To donate \$500 towards the 'Big Row'.**

**Carried #5 12/12/16**

**8.3** Discussion of YP Council request for major project consideration. Previously proposed that the foreshore power upgrade be put forward for consideration by council in the 2017-18 budget, on the understanding that Stansbury Progress contribute funds towards the work (excluding the toilet upgrade).

**Graham Newstead moved Kevin Forrest seconded**

**That a contribution 50%, of the \$15,000 required, be proposed towards the foreshore power upgrade.**

**Carried #6 12/12/16**

Lengthy discussion regarding the Stansbury Town Entrance Sign non-compliance. Ted Butfield is still awaiting contact from council representative. Graham Newstead has been investigating alternative avenues of communication.

**8.6** Resolved to request further information from Rewilding Southern Yorke Peninsula.

**Graham Newstead moved                      Kevin Forrest seconded**

**That correspondence be accepted**

**Carried #7 12/12/16**

## **9. GENERAL BUSINESS**

**9.1** Project Officer/Market Manager Report

9.1.1 Discussion of Visitor Centre items. 18mm gap under front door requires weather seal or appropriate fix. Ladder required for restocking and maintenance. Cordless vacuum cleaner required for cleaning.

**Graham Newstead moved**

**Kevin Forrest seconded**

**To have gap under door fixed. To purchase ladder and vacuum cleaner for the Visitor Centre**

**Carried #8 12/12/16**

9.1.2 Discussion regarding live music at markets. Musician already booked for 14<sup>th</sup> January market. Resolved to book additional musician for 28<sup>th</sup> January market.

9.1.3 Resolved to advertise the January 14<sup>th</sup> Market in "The Weekender Herald Newspaper" in the Adelaide Hills.

9.1.4 Discussion regarding change room and foreshore redevelopment ideas. Resolved to seek community feedback and ideas.

9.2 OPD Resident BBQ date tentatively set for April 30<sup>th</sup> 2017.

9.3 Strategic Plan draft discussed.

9.4 Previous Visitor Centre redevelopment plan provided to committee members.

9.7 Margie Dodd volunteered to be judge for the Citizen of the Year award with Beth Faulkner as backup if needed.

**10 CLOSURE:**

Meeting closed at 9.50 pm

Next meeting: Monday 9<sup>th</sup> January 2017

Ted Butfield

Chairman .....

Date .....