

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY  
PROGRESS ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON  
MONDAY 9<sup>th</sup> JANUARY 2017 AT 7.35PM**

**PRESENT:** Don McPhee (Vice-Chairman), Margie Dodd, Beth Faulkner, Kevin Forrest, Graham Klose, Bruce Meehan, Graham Newstead, Rowena & Richard Smith (Park Managers), Janette Butler (Finance Officer), Gabrielle Gutsche (Minute Taker).

**1. WELCOME:** Don McPhee welcomed everyone to the meeting.

**2. CONFLICT OF INTEREST:** Nil

**3. APOLOGIES:** Ken Osterstock, Ted Buttfeld, Jeff Brundell, Veronica Brundell

**4. MINUTES:** Minutes of the meeting held on 12<sup>th</sup> December 2016

**Beth Faulkner moved                      Margie Dodd seconded**

**That the minutes of the meeting held on Monday 12<sup>th</sup>  
December 2016 be accepted as a true and accurate record.**

**Carried #1 09/01/17**

**5. MANAGER'S REPORT:** Richard and Rowena Smith

**5.1** Storm on the night of 27<sup>th</sup> of December and resulting damage discussed. The television aerial needs to be straightened when there are fewer guests in residence. The roof of the fish-cleaning bay was seen to lift on the night of the storm and the north side will require fixing.

**5.2** Cabin in Oyster Point Drive Caravan Park suffered damage during the storm and has been temporarily stabilized by a contractor. Once the insurance company's assessment has been completed, the questions regarding repair and replacement will be considered.

**5.3** Assistant Manager's residence continues to suffer ongoing water issues, particularly during heavy storms. Caravan Park Committee to inspect the cabin once arranged with Assistant Manager. Beth Faulkner to liaise with Caravan Park Managers regarding inspection appointment.

**5.4** Two OPD Caravan Park HWS units have stopped working, leading to a shortage of hot water during peak times. A contractor will be attending site to provide quotation for a gas hot water system to replace current system. Caravan Park Committee to continue discussion regarding HWS options.

**5.5** The dump truck has developed rust holes in the rear packer unit and the rest of the truck is showing signs of rust. This allows liquid to leak through which leaves a foul smelling trail behind the truck. The current truck performs two rubbish runs every day, and thus a larger truck would also be of benefit.

**Graham Newstead moved**                      **Margie Dodd seconded**

**That enquires be made into replacing compactor**

**Carried #2 09/01/17**

**5.6** Police attended the Caravan Park on 30/12/16 to evict four guests from the Caravan Park.

**5.7** One of the shade sails on the foreshore ripped after a cable snapped. Janette is already following up.

**5.8** The new street lights installed in the Caravan Park are working well.

**Bruce Meehan moved**                      **Graham Newstead seconded**

**To begin the process to have two more lights installed in the Caravan Park**

**Carried #3 09/01/17**

**5.9** WIFI service frequently requested by visitors. Janette already looking into having WIFI available.

**Margie Dodd moved**                      **Kevin Forrest seconded**

**That Caravan Park Managers report be accepted**

**Carried #4 09/01/17**

**Caravan Park Managers left meeting at 8:40pm and did not return.**

## **6. FINANCE REPORT**

Prepared by Janette Butler. Presented by Beth Faulkner

**6.1** Beth Faulkner to consult with Janette about distribution of funds between accounts

**Graham Newstead moved**                      **Margie Dodd seconded**

**That authorisation be granted for funds to be transferred between accounts if required.**

**Carried #5 09/01/17**

**6.2** Addition of further signatories discussed.

**Graham Newstead moved**                      **Beth Faulkner seconded**

**That Don McPhee be added as a signatory for the Stansbury Progress Association Incorporated.**

**Carried #6 09/01/17**

**Beth Faulkner moved**                      **Kevin Forrest seconded**

**That the Finance Report for December 2016 be accepted.**

**Carried #7 09/01/17**

**7. MATTERS ARISING**

**7.1** Quotes still pending for replacement of VIC and OPD roofs.

**8. CORRESPONDENCE**

As tabled

**8.1** Request from the Stansbury Museum for donation towards their raffle. Resolved to donate a Stansbury hoodie and Stansbury hat.

**9. GENERAL BUSINESS**

**9.1** Project Officer/Market Manager Report

**9.1.1** Discussion regarding current waste collection in Stansbury.

Resolved for Gabrielle to include survey questions in the next edition of the Scribble to collect community opinion regarding disposal of green waste, hard waste and fish waste.

Resolved for Gabrielle to write letter to council suggesting a system for regular collection of fish waste.

**9.1.2** Fireworks very successful.

**Graham Newstead moved Graham Klose seconded**

**That Ballistic Fireworks be booked again for next season.**

**Carried #8 09/01/17**

**9.1.3** Lengthy discussion regarding disruptive argument at NYE Market between two stall holders. Subsequent correspondence received from both stall holders and other witnesses.

**Kevin Forrest moved**

**Bruce Meehan seconded**

**That letters be sent to both stall holders, prohibiting them from attending future markets until further notice. Fees paid for upcoming markets to be refunded.**

**Carried #9 09/01/17**

**9.1.4** New metal numbers installed at market site, fixed to existing pavers. Completed by Graham Newstead, Kevin Forrest and Paul Sando. Resolved to send letter of appreciation to Paul Sando.

**9.2** Tidy Towns is holding an official opening of the rose garden sign in memory of Alex Daniell. Plaque has been completed and family will be invited to the opening day.

**9.3** Plaque "Murray's View" in the Harbourmaster Park to be

unveiled with the Thompson family in February.

**9.4** Foreshore BBQ has been broken into again, and has been fixed with padlocks.

**Graham Newstead moved**                      **Bruce Meehan seconded**

**To convert foreshore BBQs to 'free-to-use', to avoid similar costly incidents in the future.**

**Carried #10 09/01/17**

**9.5** Fishing shelter on the jetty has been vandalised with graffiti. Resolved for photos of shelter to be emailed through to council.

**9.6** Repairs and resurfacing of road in Front Caravan Park successfully completed by contractor. Graham Newstead investigating options to have Oyster Point Drive resurfaced

**10 CLOSURE:**

Meeting closed at 9.21pm

Next meeting: Monday 13<sup>th</sup> February 2017

Don McPhee

Vice Chairman .....

Date .....