

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY
PROGRESS ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON
MONDAY 10TH JULY 2017 7:00PM**

- PRESENT:** Don McPhee (Vice-Chairperson), Bruce Meehan, Jeff Brundell, Beth Faulkner, Graham Newstead, Richard & Rowena Smith (Caravan Park Manager), 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, Margie Dodd, Graham Klose, Kevin Forrest, Ted Buttfeld, Beth Faulkner, Veronica Brundell
- 4. MINUTES:** ***No quorum – thus motion to accept minutes of meeting held on Tuesday 13th June to be addressed at next ordinary meeting to be held on Monday 11th September 2017.***
- 5. MANAGER’S REPORT:**
- 5.1** Renovations of Villa 7 & 8 almost complete.
- 5.2** New Hot Water Services have been installed in Foreshore Park. Faulty HWS discovered in cabin during scheduled amenities replacement. Also replaced
- 5.3** Signs that were knocked down outside OPD Caravan Park still need to be reinstalled.
- 5.4** Scheduling for upcoming inspections discussed.
- 5.5** Jeff Brundell thanked Caravan Park Managers for their assistance in trialling the bird scarer.
- 5.6** Beth Faulkner passed on positive feedback she received regarding the park, including “nice setting, good maintenance, clean facilities”.
- 5.7** Managers would like to attend one day of the SA Parks Conference in Hahndorf. This will cost \$220 each and they will arrange their own accommodation. ***No quorum – this item to be resolved via communication with committee members by email/phone.***
- No quorum – thus motion to accept Caravan Park Managers Report to be addressed at next ordinary meeting to be held on Monday 11th September 2017.***
- 6. FINANCE REPORT** ***No quorum – thus motion to Finance Report for June 2017 to be addressed at next ordinary meeting to be held on Monday 11th September 2017.***
- 7. MATTERS ARISING**
- 7.1** Discussion regarding quotation received for Information Bay upgrade. ***No quorum – this item to be resolved via communication with committee members by email/phone.***

7.2 Discussion of YP Council footpath replacement program.

8. CORRESPONDENCE

As tabled

Late correspondence: Thank you card received from Bruce Meehan and family, thanking Stansbury Progress for their support.

No quorum – thus motion to accept Correspondence to be addressed at next ordinary meeting to be held on Monday 11th September 2017.

9. GENERAL BUSINESS

9.1 Market Manager and Project Officer Report.

9.2 Oyster Point Drive inspections discussed and attendees confirmed.

9.3 Don McPhee discussed upcoming tree felling and stump removal.

9.4 Don McPhee discussed upcoming disassembly of Caravan Park Assistant Manager's existing residence.

9.5 Janette Butler discussed progress and changes to selections for Caravan Park Assistant Manager's new residence. Residence expected to be completed in 10 weeks. Assistant Manager's will require alternative accommodation in park during October long weekend and school holidays.

9.6 Bruce Meehan presented Warrawee Street plan and corresponding Australian Standards for street lighting. Documentation to be emailed to council with suggested safety upgrade for street lighting in Warrawee Street.

9.7 Jeff Brundell volunteered to remove obsolete appliances and shelving from Visitor Centre passage.

10 CLOSURE:

Meeting closed at 8:45pm

Next meeting: A.E.M. Monday 7th August 2017

(then Monday 11th September 2017)

Don McPhee

Vice-chairman

Date