

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY
PROGRESS ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON
MONDAY 9TH OCTOBER 2017 AT 7.30PM**

- PRESENT:** Ted Buttfeld (Chairman), Margie Dodd, Graham Klose, Bruce Meehan, Don McPhee (Vice-chairperson), Kevin Forrest, Richard and Rowena Smith (Park Managers), Steve Bowley, Beth Faulkner, Jeff Brundell, Veronica Brundell (YP Council representative), Janette Butler (Administration Officer, minute taker), Graham Newstead (7.35pm)
- 1. WELCOME:** Ted Buttfeld welcomed everyone to the meeting.
- 2. CONFLICT OF INTEREST:** Nil
- 3. APOLOGIES:** Nil
- 4. MINUTES:** **Margie Dodd moved** **Jeff Brundell seconded**
That the minutes of the meeting held on Monday 11th September 2017 be accepted as a true and accurate record.
Carried # 1 09/10/2017
- 5. MANAGER'S REPORT:** Presented by Richard and Rowena Smith
- 5.1** The Alsynite roof on the barbecue shelter near the cabins is damaged and needs to be replaced. This is due to weather and age deterioration.
Don McPhee moved **Margie Dodd seconded**
That a new roof be placed on the barbecue shelter. This is to be a corrugated iron roof instead of Alsynite.
Carried # 2 09/10/2017
- 5.2** Discussion re the merits of providing a disability access ramp to the new Assistant Manager's residence in the Oyster Point Drive park.
Jeff Brundell moved **Steve Bowley seconded**
That a compliant disability access ramp be built at the new Assistant Manager's residence in the Oyster Point Drive park.
Carried # 3 09/10/2017
- 5.3** Discussion re the electricity connection, which has recently been completed, to the new Assistant Manager's residence in the Oyster Point Drive park. Janette to contact the electrician and ask him to contact Richard to discuss this.
- 5.4** Bruce has picked up the damaged signs (OPD entrance) and will investigate options for repair/replacement.

9.2 Don advised that once the “pines” area restoration is complete, Tidy Towns will look at options for screening the rubbish truck and OPD shed with trees/shrubs.

9.3 The Association has been asked by the ATO to review its NFP status. The current contact person with the ATO is a former employee and the ATO has requested that the Association update this.

Don McPhee moved

Kevin Forrest seconded

That Janette Butler (Administration Officer) be appointed as the authorised person to speak with the Australian Taxation Office.

Carried # 7 09/10/2017

9.4 Kevin advised that the barbecue adjacent to the cannon is damaged and needs to be replaced.

Graham Newstead moved

Steve Bowley seconded

That a new “Christie” barbecue be purchased to replace the damaged one.

Carried # 8 09/10/2017

9.5 It was resolved that discussion regarding an outdoor area for the new OPD residence be adjourned until the November meeting.

9.6 MYOB courses for Janette.

Graham Newstead moved

Bruce Meehan seconded

9.7 That Steve and Janette meet to discuss the current bookkeeping practices and determine if MYOB training courses may be beneficial and to proceed with those deemed appropriate.

Carried # 9 09/10/2017

9.8 Discussion re the broken locks on the power head opposite the hotel. Don advised that Tidy Towns will inspect this.

9.9 Discussion re the lack of street lighting in Warrawee Street. It was suggested that this could be a matter for the Access Advisory committee to consider. Janette to ask Stansbury’s representative on this committee to raise this matter at their next meeting.

9.10 Rabbit numbers are on the rise. Jeff will investigate sourcing Pindone to attempt to control numbers.

9.11 Jeff advised that he is still investigating options for replacing the store room doors in the Foreshore park.

9.12 Don reported that he had met with a YP Council staff member in relation to the re-profiling and resurfacing of the “pines” walking track. The council staff member advised that the works will be completed by Christmas.

9.13 Veronica advised that the \$2000 annual grant currently given to the Stansbury Institute Hall Management Sub-committee from the YP Council to alleviate the cost of electricity and water used by the public toilets will cease. Graham Newstead advised Veronica that he will provide her with documentation regarding this.

CLOSURE:

Meeting closed at 9.05pm

Next meeting Monday 13th November 2017

Ted Buttfeld

Chairman.....

Date