

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY PROGRESS
ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON
MONDAY 16th November 2018 AT 7:32pm**

- PRESENT:** Ted Buttfield (Chairperson), Don McPhee (Vice Chairperson), Beth Faulkner, Margie Dodd, Graham Newstead, Graham Klose, Kevin Forrest, Bruce Meehan, Jeffrey Brundell, Jenni and Mark Matulick (Caravan Park Managers), Janette Butler (Finance/Administration Officer), Gabrielle Gutsche (Project Officer, Minute Taker).
- 1. WELCOME:** Ted Buttfield welcomed everyone to the meeting.
- 2. ADAM PITT:** Adam Pitt, representative from the Stansbury Sporting Club, attended the Stansbury Progress Association Executive Meeting. He thanked the Stansbury Progress Association for their contribution to the new oval watering system. His main purpose of attendance was to discuss the potential for a Town Management Plan Committee.
- The proposed Committee would be comprised of representatives from a range of Stansbury community groups, including the Stansbury Golf Club, Stansbury Bowls Club, Stansbury Sporting Club and other interested parties. Its initial purpose would be to discuss ways in which to improve, expand and maximise the use of existing facilities to improve the long term sustainability of all clubs and community groups.
- Adam Pitt left the meeting at 7:50 pm and did not return.**
- 3. CONFLICT OF INTEREST:** Nil
- 4. APOLOGIES:** Steve Bowley
- 5. MINUTES:** Minutes of the meeting held on Monday 8th October 2018
- Jeff Brundell moved** **Graham Newstead seconded**
- That the minutes of the meeting held on Monday 8th October be accepted as a true and accurate record.**
- Carried #1 16/11/18**
- 6. MANAGER'S REPORT:**
- 6.1** Caravan Park Manager's Report
- 6.2** Discussion regarding transport and freight of flatpack tables.
- 6.3** Discussion regarding installation of Drive Through Sites in the Oyster Point Drive Caravan Park. It was resolved to hold an onsite meeting with Caravan Park Managers to discuss potential area.
- 7. FINANCE REPORT** **Kevin Forrest moved** **Margie Dodd seconded**
- That the Finance Report for October 2018 be accepted.**
- Carried #2 16/11/18**
- 8. MATTERS ARISING**
- 8.1** Increased Workcover fees
- 8.2** Ute purchased

8.3 Mower repaired

9. CORRESPONDENCE

As tabled

Margie Dodd moved

Kevin Forrest seconded

To accept the correspondence as tabled

Carried #3 16/11/18

10. GENERAL BUSINESS

10.1 Project Officer Report

**10.1.1 Discussion regarding War Memorial 'Those Who Served' plaques.
Discussion regarding the increase in stone supply price.**

Jeff Brundell moved

Graham Newstead seconded

To accept the revised price from the contractor

Carried #4 16/11/18

10.2 Sale of Boat Ramp Permits at Caravan Park

10.3 Discussion regarding pursuit of signed Termination Agreement.

10.4 Discussion regarding a wall for hitting balls at Caravan Park.

10.5 Discussion regarding installing fence at Caravan Park Manager's residence.

Jeff Brundell moved

Graham Klose seconded

To consult with Assistant Manager's and install a 1600mm fence on the southeast side of residence.

Carried #5 16/11/18

**10.6 Discussion regarding the cleaning of bird information podium signs.
Graham Klose to seek prices for replacement signs.**

10.7 Discussion regarding BBQ in Caravan Park.

Kevin Forrest moved

Don McPhee seconded

To purchase and install switch as per recommendation

Carried #6 16/11/18

Graham Klose moved Graham Newstead seconded

To retain the spare BBQs rather than returning them for refund minus the restocking fee.

Carried #7 17/11/18

10.8 It was resolved to include a Christmas Greetings notice in the Yorke Peninsula Country Times, similar to previous years.

10.9 Lengthy discussion regarding future management structure and employment of the park. It was resolved for the Caravan Park Sub-Committee to hold a meeting to look at costings and contracts, and to report back to the Progress Committee as soon as possible.

10.10 Discussion regarding the Caravan Park boom gates and the entry and exit codes. This issue to be discussed during a walk-through with Park Manager.

10.11 It was noted that the population of Pied Cormorants had greatly increased again.

10.12 The Stansbury Bowls Club requested the bike racks currently being stored at the Visitor Centre. It was resolved to give the bike racks to the Bowls Club as they are not being used and there is no plan to use them in the future.

10 CLOSURE:

Meeting closed at 10:18 pm

Next meeting: Monday 10th December 2018

Ted Butfield

Chairman

Date