

Minutes

Committee Meeting — 9.30am Monday 18th April 2016 at the Shed

1.0 **PRESENT:** DP, RH, IH, IB, GC, PLH

2.0 **APOLOGIES:**, Campbell Ford, Mark Hardidge, John Driver

3.0 **CONFIRMATION OF MINUTES** *Minutes of the **March 2016** Committee meeting confirmed.*

Moved: IH **Seconded:** DP **Carried**

4.0 **BUSINESS ARISING**

4.01. ***Workshop Supervisors Roster*** — Replacement for Ken Darling on a Thursday to support John Driver.
Action: Dick to ask at the BBQ this Friday.

Cleaning — It was agreed to ask for volunteers at morning tea on the Thursday to get the job done Thursday afternoon ... last thing.

4.02. ***Job/Project Information Forms*** — Is it working?. It was agreed that Supervisor must fill in the Form (not the client) and that there is no commitment by the Shed at this stage. Forms are then brought to the attention of the Shed Project co-ordinators (DP or MH) or Paul L'H if co-ordinators are not available. Co-ordinators in conjunction with others discuss the job and decide one way or another whether we can do it and a suggested cost. If yes client is notified and timeline worked out.

4.03. ***½ Marathon Committee*** — Manning **two** drink stations Sat May 21st **Action:** Dick to ask at BBQ for helpers. We need a co-ordinator for Damms Rd. Total of 8 men for the day. **Action:** Paul to chase up helpers and liaise with the ½ Marathon Committee on arrangements. Brian Keeble offered to co-ordinate the far drink station.

4.04. ***Monthly BBQ*** — It was agreed to start at 11:30 am (Shed inspection etc) and serve food at 12 noon, **Action:** John Driver has offered to organise the meat again and **Graeme Caulfield** can assist at 12 noon.

4.05. ***Ladies Skill Building Program*** — We will wait for NH Centre to supply us with numbers following their advertising of the Program in the Term 2 Booklet.

4.07. ***Shade Sale — Shire Planning Permit & Engineers Report update*** — Investigation is on-going by Ian
Action: Ian H.

4.08. ***Men's Health Week*** — Maureen Ryland to organise as part of Men's Health Week — mid June. Nothing received from Maureen as yet but it's early days. We need date, time, venue and program **Action:** Paul to follow up with Maureen Ryland for details ASAP.

4.09. ***Update of Strategic Plan (IH)*** — in progress

5.0 **TREASURER'S REPORT**

1. Emailed to Committee members.

2. Smart TV — It was agreed to wait until funds become available.

Moved PLH **Seconded** IH **Carried**

6.0 **CORRESPONDENCE**

Correspondence IN & Correspondence OUT for March/April '16 (List emailed to Committee members)

Business arising from correspondence:

1. **Free Seminar** (incorporating a question and answer session) offered by Rebecca Carne (Nevin Lenne Gross – Barristers/Solicitors) on Wills, Power of Attorneys & Estates at a date and time of our choosing. Paul to follow up with Rebecca Carne to see if any other groups are arranging the same thing.

It was agreed that this is an opportunity and that we maybe able to organise it in conjunction with other organisations e.g. U3A & Probus. **Action:** Paul to contact NLGross to enquire if any other KV organisations have shown interest and take it from there.

2. **Music Festival** overnight security arrangements (Wed 27th April (Ian Howley) & Thur 28th April (Dick Puttyfoot). **Action:** Ian & Dick

We need to get a Key to them on the Thursday for disable toilets and give them access to a 3 phase power outlet. **Action: Paul.**

Moved: RD Seconded: GC Carried

7.0 **RISK MANAGEMENT**

- **Incidents Report** — JD (1st Aid Officer) No report as John was not able to attend.

The following incidents were mentioned: 1. Lead cut on angle grinder by Reg Hollonds (Alex Chapman fixed the lead); 2. Drill Press trips out.(Dick and Shane Clooney looked at this problem); 3. One of the Power Drills has a faulty switch (Dick checked on this). **Action: DP, WM & Shane Clooney** are looking at possible repairs for 2 & 3.

It was strongly agreed that we need a **tagging system** for equipment that needs repairing. **Action: H&S Committee**

- **Job Safety Analysis (JSA).**

1. *½ Marathon Drink Stations* — **Action Rod Hyde** has offered to complete

Health & Safety sub-committee have identified that Job Safety Analysis (JSA's) needs to be done for activities we currently conduct e.g. Footy Gate (Completed), Sweet Valley Sounds supervision, Christmas Street Decorations, Lawn Mowing (Completed), and ½ Marathon Drink Station.

8.0 **GENERAL BUSINESS**

8.01. **Report – Shed Construction** — Ian reported on roller door awing progress (waiting on the availability of the AGL crane); possible Skillion verandah structure on the west side of the Shed, a fence on the west side plus a fence for the NH Centre in front of their Shed; a container for storage was again mentioned as a long term need; a landscaping plan together with the sourcing of trees, flowers, plants is to happen once the awning is completed.

8.02. **Report – Footy/Netball Gate** — **Action: Dick** is the co-ordinator for this weeks Mt Beauty home game. Wood needs to be sourced from the Footy Club for this game and the fourth (and last) home game at Mt Beauty. We have a Bunnings voucher.

8.03. **Member attendance at the Shed** — Are we doing enough for members or are we too concerned with 'hammer & nail' stuff?

There was some good discussion on what we could offer as alternatives. These needs to be followed through with by 'somebody'. Examples:

- Speakers (once per month) on various topics. Speakers to be sourced from the membership
- Activities afternoon e.g. Ladder Golf Championship, Card and Board Games.
- Film night at the Shed (hired a projector)
- *Come and Try* sessions on how to use a piece of equipment or make a simple project
- Monthly BBQ's that offer something extra?

And of course these need to be advertised to members.

8.04. **Grants pending** — Paul outlined the current grants that have been submitted.

- Federal Government Volunteer Grant for a Compactus Storage Unit (\$2,600). Should hear about success or otherwise by May '16.
- FRRR for Tools and Ventilation Fans (\$2,832). Hear in October '16.
- Bendigo Bank for a Six item Combo Tool Kit (\$800). Likely hear in late May '16
- UKV Lions Club request for \$1,000 towards a Smart TV for recreation room.

8.05. **Seniors Week (2-9 October 2016)**. Need an event(s) idea that we can initiate. Possible an Open Day with displays and maybe hands on activities. Planning held over until the May meeting.

8.06. **New Projects**

1. *Medical Centre odd jobs arrangement* — Ian, Warwick and Paul met with Pat Ryder. She outlined what was needed and if they could contact us to get some small jobs done as needed.
2. *Alpine Nivarana sign* (Warwick M and Paul L'H are onto this one);
3. *Build a Platform Seat for new Playground* (Rod Hyde has offered to initiate this project);
4. *Clock faces inserted into red-gum blocks* (for selling); Ken Halse has started this but needs a helper.

5. *Mark Zagorski bedside table restoration*; Warwick, Paul L'H and Ian Sharp are working on the first table to show Mark. If OK he has other pieces he wants restored.
6. *Deer guards for Arboretum* — Dick has taken on this large project as leader with assistance from Reg Hollonds. The first one of four is nearing completion. This is a paid project.
7. *Skiing Kangaroo* — Challenge is to produce 15 that are acceptable to sell. Ian E, GC and Eric H have been working on this.

Action — Rod Hyde to co-ordinate Platform Seat for new Playground Project (up to 28th April) and will talk to Mike Smith. Dick mentioned that Malcom Oldis (new member from Melbourne) has timber that we maybe able to use. Dick said he would follow up with Mal. **Stop Press:** Paul was in Melbourne so he followed up with Mal and will bring back timber when he returns.

Question: Do we need to put on hold accepting anymore jobs for say a month until we get on top of what is on the board at present?

It was strongly agreed that we would not accept anymore jobs until the end of May. Supervisors to make a note of the job and tell client to contact us at the end of May.

- 8.07. **Happy Hour** – **Action: Dick** will ask at BBQ if there is interest in this activity. If yes we need a day, time and format.
- 8.08. **Morning Tea costs** — Agreed to charge members \$1 per week (not per work day) for morning tea. **Action: Dick** to mention this at the BBQ and at future morning teas. We need a money tin??
- 8.09. **Report** — Alpine Health Board Forum — Ian and Dick both attended and mentioned there are some challenges ahead.

Rod mentioned

- Kathy McGowan Forum — 19th May at 7:30 pm at the Senior Citizens
- Alpine Shire meeting — Mt Beauty Tuesday 3rd May at 7:00 pm at the Senior Citizens.
- UKV Community Association wants some suggestions for the naming of the park opposite the swimming pool. Email ideas to <info@ukvcommunity.org.au>. 'The Ron White Park' was mentioned. If you support this name shoot off an email.
- Landscape/gardening plan and process. **Action: Rod H**

9.0 **NEXT MEETING** — Monday 16th May '16. General Meeting & BBQ at the Shed Friday 20th May.

10.0 **CLOSED**

SIGNED **President**

Date