

Mount Beauty and District Men's Shed Inc.

Committee Meeting held 9.30am –Monday April 13th 2015

Location – Alpine Health Small Board Room.

Minutes

1.0 **PRESENT:** Dick Puttyfoot (Chair), John Driver, Ian Howley, Mark Hardidge, Brian Keeble, Andrew Robertson, Paul L'Huillier.

2.0 **APOLOGIES** Campbell Ford, Graeme Caulfield, Maureen Ryland,

3.0 **CONFIRMATION OF MINUTES** *That the Minutes of the March Committee meeting be confirmed.*
Moved Mark, seconded Dick. Carried.

4.0 **BUSINESS ARISING**

4.01. *Footy Gate.* In General Business.

4.02. *Shed Windows.* **Ian** to check on whether a Certificate is needed.

4.03. *Planning Permit Conditions.* **Ian** to resend the October 2014 letter to the Shire, and ask for a meeting with the CEO.

4.04. *Grant for Defibrillator.* Awaiting outcome of grant application.

4.05. *Cheques sent for Power Connection.* Awaiting advice from AGL regarding next steps.

5.0 **TREASURER'S REPORT**

The reports had been sent to the Committee members. Moved Paul, seconded John *that the Treasurer's report be accepted.* Carried.

6. **CORRESPONDENCE**

In

1. AMSA Conference details
2. Cathy McGowan newsletter
3. Letter from Music Festival Committee requesting assistance for security for the Polyglot Theatre – **Dick** has offered to help and will set up his caravan nearby. **Mark** will assist with arrangements.

Out 1. Grant application, for aircon installation, sent to the Bendigo Bank.

Moved Ian, seconded Paul *that the correspondence be received.* Carried.

7.0 **RISK MANAGEMENT**

- Incidents – Reported / otherwise —Nothing to report

- HRA's & JSA's have been prepared for onsite work.
- **Ian** to revise the Safety Policy having regard for our changed insurance arrangements.

8.0 GENERAL BUSINESS

8.01. *Shed Construction.* A report on progress was circulated prior to the meeting. There has been a regular team of volunteers each week and steady progress has been made.

Graham Boote has purchased a disabled toilet.

Ian to send thankyou letter to Pep Caterino for help in sealing the walls of the wet areas. **Campbell** has arranged the purchase of Lamnipanel for the shower. **Ian** has selected R11 tiles for the disabled toilet. **Andrew** offered to pick up. (Subsequent problems with delivery times)

AGL had a volunteer day (6 employees) on 19th March to install much of the internal wiring of the shed. **Dick** to contact Steve Dayment regarding mains connection.

It was agreed that a Jaycar dial out alarm system (costing \$318) would be adequate. **Dick** to talk to **Campbell** re purchase. Other security issues discussed (again) included windows (need keyed locks and steel screens), unauthorised use of the phone (install a lockable panel over the plug) and external doors (need to fit lever handles). A smoke alarm is required in the kitchen.

We need 60+ square metres of pavers – members to be alert to any opportunity for low cost, or free, pavers (preferably clay brick, not concrete).

8.02. *Survey of Members.* **Paul** offered to summarize results. There has been a disappointing return of forms. The survey has been posted on our website for members to respond. Paper copies will be made available again at the BBQ for attendees to fill in.

8.03. *Footygate.* **Mark** reported that the first match returned nearly \$600 – a very good effort by all. The raffle winner chose the Bunnings voucher and therefore the trailer load of wood was sold. **Dick** had clarified arrangements with Doug Connors. **Dick** will ask for volunteers for the next match on 2nd May. The Football Club will supply a voucher for the next match. We will buy two \$100 vouchers, and will also keep pursuing free ones from Bunnings.

8.04. *BBQ this Month.* **Mark** will arrange. **Andrew** will bring a video on the “Beast”.

8.05. *Smoking Policy.* It was agreed that there be no smoking within four metres of all doors and windows. **Dick** to ask Yvonne Sutton (Alpine Radio) re details of their signs. **Ian** to make signs.

8.06. *Keys to Shed.* Spare keys to be distributed to Committee members.

8.07. *Member absences.* Many Committee members will be absent during May, June & July. Hours of work on the shed will be reduced during June. May not have a quorum for a June meeting – discuss at the May meeting.

9.0 NEXT MEETING — Monday May 15th

10.0 CLOSED – 11:55 am

SIGNED **President**

Date

DISTRIBUTION:

Dick Puttyfoot
Paul L’Huillier
Ian Howley
Maureen Ryland

Mark Hardidge
Andrew Robertson
Brian Keeble
John Driver

Graeme Caulfield
Campbell Ford