

Mount Beauty & District Men's Shed Inc.

Minutes

Committee Meeting 14th November 2022 at the SHED

1.0 **PRESENT:** Paul L'Huillier, Irvin Beeston, John Driver, Pip Armitage, Barry Hinson, Mal Darwent, Ian Howley.

2.0 **APOLOGIES:** Campbell Ford, Dick Puttyfoot, Mark Hardidge, Noel McDougall, Henry Ziemnicki

3.0 **CONFIRMATION OF MINUTES** — *Meeting of 12th September 2022*

Moved that the minutes of the September meeting be confirmed.

Moved: Ivan B. Seconded: Ian H. Carried Yes

4.0 **CONFLICT OF INTEREST** Nil disclosed

5.0 **MEMBERSHIP** - 44 members have paid their annual fee to date. Reminders have been set out to others.

6.0 **BUSINESS ARISING**

Reported in General Business

7.0 **CORRESPONDENCE.**

In: - AMSA and VMSA newsletters distributed to all.

- Mt Beauty Secondary College – Thankyou for the Shed's \$400 scholarship donation.
- Murray Hume Cluster Group – Invitation to 30/11/22 meeting. Ian H to reply.
- Maureen Piera, CFA – Offer to talk about bushfire preparation. Dick P to arrange.

Out. – Shed Torque sent to all members

Moved that Correspondence be received.

Moved: Barry H Seconded: Pip A Carried Yes

8.0 **RISK MANAGEMENT**

Incidents Report — Nil

Safety Audit..... Ian H reported on progress.

Item #1 – Equipment for testing is available. Need time to do the testing.

Item #2 – Yet to be completed

Item #3 – Shed Supervisors to ensure safe use of equipment.

Item #4 – Lines have been marked for access routes. Need to keep clear, particularly in front of switchboards.

- Item #5 - John D to check portable first aid box and reserve stocks.
- Item #6 – Defibrillator has been checked
- Item #7 - Safety shower cleared.
- Item #8 – Shed supervisors to check machine guards.
- Item #9 – Emergency stops need attention
- Item #10 – Additional machine safe operation sheets have been installed.

Workshop Panel ... No report.

9.0 **TREASURER'S REPORT**

Moved that the Treasurer's report be accepted

Moved: P.L'H Seconded: Pip A Carried

10.00 **GENERAL BUSINESS.**

- a. NYE celebrations. Request for something, BBQ? – Dick P to advise
- b. **Acquisition of a new CNC unit** – Pip A has done a lot of research on the option of the Shed building our own unit and summarised his work in a presentation. This covered definitions of a CNC, variations on types, range of functionality, cost range for off the shelf units (\$500 to \$50000+), size of the unit (for signs up to 1.2m?) and how we could do it ourselves. A Working Group of Pip A, Dick P, and maybe others, to proceed with preparing a brief specification, for discussion with members, and to then proceed with a preliminary budget of up to \$2000.
- c. Compressor Bay cladding – Pip A is happy to proceed with this project.
- d. Landscaping – On hold until the weather improves.
- e. Maintenance Schedule – Ian H presented an annual maintenance schedule where those responsible are to enter date of completion on the sheet when work is done. The schedule will be in the office.
- f. Christmas Party – Due to a number of factors the normal end of year function has been cancelled. It was suggested that a monthly BBQ on the 16th December could be held outside, or in well ventilated spaces, with some Christmas “add ons”. For further discussion with members.
- g. The November BBQ has been cancelled.
- h. Cash Float – It was agreed that Paul L'H would arrange a cash float to facilitate sales where purchasers do not have the correct change.
- i. Purchase of a Dishwasher – Discussion on this item was deferred to the next Committee meeting.
- j. Australia Day 2023 – Agreed to loan our BBQ to the Lions Club.
- k. An Action List is to be appended to the minutes to help keep track of things to be done.
- l. COVID – Due to the resurgence of cases the Shed is to be kept well ventilated while members are in attendance.
- m. Opening Hours – The possibility of opening a third day (or half day) each week was discussed. Agreed to consider this for 2023.

Action List

Meet Date	Action		Responsibility	Due Date	Status	Update
?	Santa's	Manufacture, paint, assemble, rent out	Henry Z	1/12/22	Ongoing	In the paint shop
?	Door Bell	Purchase & install dual bell system	Mark H	2022	Ongoing	Under investigation
?	Tag & Test	Tag & test electrical equipment	Dick P & helpers	Feb 2023	Ongoing	Tester obtained
Nov, 2022	CNC machine	Manufacture a CNC machine	Pip A, Dick P	2023	Ongoing	Investigation underway
2021	Landscaping	North & south of the building requires fill/grading	Ian H	2022	Ongoing	Awaiting better weather
2021	Compressor Bay cladding	Colorbond cladding to be added	Pip A	2023	Ongoing	Awaiting good weather & workers
Nov, 2022	Dishwasher	Purchase of unit?	Mark H	2023	Carry over	Not yet discussed
Nov, 2022	First Aid Kits	Check first aid kits and reserve stocks	John D	2022	Ongoing	To be done
Sep, 2022	Emergency stops on machines	More machines to be fitted	Dick P	2023	Carry over	Tricky project
Nov, 2022	Opening Hours	Review to be done re third day	Committee	Early 2023	Carry over	Put on next agenda
Nov, 2022	CFA speaker	Accept offer for guest speaker	Dick P	Early 2023	Ongoing	TBA

This is the first attempt at the Action List. The responsibilities and due dates are to be reviewed at the next meeting.

11.00 Next CoM Meeting.. 12th December 2022

12.00 Meeting Closed..11.25am