

# MINUTES

Committee Meeting — 9.30 am Monday 5<sup>th</sup> March 2018 at the Shed

**1.0 PRESENT:** Dick Puttyfoot, Reg Hollonds, Irvin Beeston, John Driver, Paul L'Huillier, Mark Hardidge, Ian Howley, & Len Sims.

**2.0 APOLOGIES:** Campbell Ford, Rod Hyde.

**3.0 CONFIRMATION OF MINUTES** — That the minutes of Committee Meeting held on the 12<sup>th</sup> February 2018, (emailed previously) be accepted.

Moved: Len S                      Seconded: Reg H                      Carried

## **4.0 CONFLICT OF INTEREST**

Nil.

## **5.0 BUSINESS ARISING**

5.01. **Presentations at BBQ's** – Rebecca Carne will be the guest speaker at the March BBQ presenting Wills and Power of Attorney information. Partners of members to be invited. **Mark H** will try and have a 40 year calendar ready as a gift for the speaker.

5.02. **Safety Audit - Fire Extinguishers** – Paul L'H has arrangements in place for future testing by Andrew Chalmers.

5.03. **Insurance Renewal** - Insurances for the year ahead have been renewed, effective from the 1<sup>st</sup> March.

5.04. **Electrical Certificates**- Shane Clooney has spoken with David Quick regarding certification of electrical work. **Dick P** to arrange follow up.

5.05. **Dog Walk Day Money** – A photo opportunity to be arranged with the Bendigo Bank. **Paul L'H** will do.

5.06. **Shed Uniforms** – Dick had some sample badges and caps and hats with badges. It was agreed that **Karen/Campbell F** be asked to produce a sample of a sew on cloth badge that displays the Shed logo.

It was agreed that we buy two 1200 mm x 700 mm banners, with the Shed logo, for \$85. **Mark H** to arrange.

## **6.0 TREASURER'S REPORT**

The Treasurer's Report was previously emailed to Committee members. It was moved Len S, seconded John D *"that the treasurer's report be accepted"*. Carried.

## 7.0 CORRESPONDENCE.

### In:

- **AMSA.** Insurance renewal information and Certificates (Everest Risk Group).
- **VMSA.** Newsletters.
- **UKVCA.** Rural Minds Workshop.
- **UKVCA.** Community Forum on 15<sup>th</sup> March.
- **Mt Beauty Secondary College.** Charlie Ryder was the winner of Shed Scholarship.
- **Andrew Chalmers.** Future extinguisher servicing.
- **Parks Victoria.** Quotation request for sign manufacture. Ian H to follow up on the ordering arrangements, size of sign required, font type, and paint colours for the signs
- **Mount Beauty Scout Group.** Request for reference for grant application.
- **Rotary Club.** Advising that the Easter Garage sale will no longer be held.
- **Music Festival Committee.** Request to help with cut out displays for the upcoming festival. Paul L'H to follow up.

### Out:

- **Dianne Griffiths.** No go on photo framing.
- **Everest Risk Group.** Injury Notification form sent.
- **MBNH Centre.** Letter re proposed Shed extensions.
- **Wangaratta Men's Shed.** Apology for Cluster meeting.
- **Mount Beauty Scout Group.** Letter of support.
- **Bertazzo Engineered.** Thank you for the donation of metal sheeting.

It was moved Ian H, seconded Mark H *"that correspondence be received"*. Carried

## 8.0 RISK MANAGEMENT

- Incidents Report — John Driver: 1<sup>st</sup> Aid Officer – The incident involving the laceration of Warwick Mitchell's thumb was reviewed. Immediate response to the accident was appropriate. It was agreed that the guard on the table saw must remain installed at all times. This will limit the depth of cut to around 60 mm. Paul L'H to arrange signage.
- Workshop Panel (DP, WM, LS and JD) – No report.

## • 9.0 GENERAL BUSINESS

9.01. **Project Reports** (1) Side Fence – Complete (2) Second external Tap – Done thanks Rod H. (3) Chairs' restoration for the Willey's – Two done and awaiting more to be delivered. (4) Wood's chairs – A cane chair is to be assessed by Len S. (5)

**Herbie O's Furniture** – Paul L'H has started on one, Herbie will do another and **Len S** will look at the old unit that is in the toilet. (6) **Rob Spargo's mower** – Reg H reported that it has been dispatched to the tip. (7) **Ladder Golf** – Irvin B advised that we only have three left. If needed **John D** and Ian Sharp will make some more during Irvin's absence.

**9.02. Future Shed Extensions** – Ian H expressed concern about the timeline for the approval process. The Neighbourhood Centre have been asked for their approval to build partly on their leased area. The Shire leasing officer will be contacted later this week. Building Inspector Bruce Howie will send planning approval application forms.

We still hope to be able to put a case for the return of the grant money back from the Shire before the funds get absorbed into their next year's grant allocations.

**9.03. Grants** – **Ian H** to watch for opportunities while Paul L'H is away.

**9.04. Bring Up List** – Actions agreed on items in the list that was circulated.

- Delete item regarding maintenance for the Playscape group,
- Ask Brian Keeble to look at the "soft" end of discipline procedures as well as a code of conduct ,
- Interest in a visit to the Motor Museum to be gauged at the next BBQ,
- Ditto for the Henty Field Days in September,
- Need to tighten up on control of Shed visitors, by meeting outside and escorting them through the Shed or northern door,
- Marking of tools and equipment to be resumed. **Mark H** will purchase paint for the job,
- Delete reference to Facebook page and separate members dinner.

**9.05. Membership** – It was suggested that we need to broaden our range of activities to attract more of our existing members to the Shed. Ideas to be canvassed at the next BBQ.

**9.06. Strategic Plan** – To be updated in early 2019.

**9.07. Milling Machine** – An unexpected donation of a Milling Machine from the Secondary College was gratefully received. **Ian H** to send a note of thanks.

**9.08. Absence of Committee Members** – A number of the Committee will be away over the next few months as follows;

Name	Period of Absence
Dick P	Away a week at a time – not scheduled yet
Reg H	15 <sup>th</sup> May to end of September
Ian H	15 <sup>th</sup> May to 21 <sup>st</sup> June
Paul L'H	22 <sup>nd</sup> March to end of May
Mark H	26 <sup>th</sup> April to 12 <sup>th</sup> June

John D	None planned
Irvin B	19 <sup>th</sup> April to end of September
Rod H	Not known
Len S	Late July for three weeks
Campbell F	Not known

During Paul L'H's absence John D will handle cash collections and has a cheque book. Paul can pay most bills online while away. Mark H and Dick P will be Project Coordinators.

Mal Darwent to be asked if he would take on a Day Supervisor role.

The meeting schedule remains unchanged with no meeting in June.

9.09. **Garage Sale** – In the absence of the Rotary Sale a site will be booked for the Easter Saturday town market (Bev Bantick is the coordinator). **Paul L'H** to book the site. Volunteer helpers to be sought at the next BBQ.

9.10. **Footygate 2018** – Dick P to talk to the Football Club regarding this season's arrangements. We will request nine loads of wood and two Bunning's vouchers as raffle prizes. Dick has list of helpers. The matches at Mt Beauty are 7/4, 21/4, 28/4 and 12/5 and at Dederang on 26/5, 9/6, 23/6, 14/7 and 4/8.

**10.0 NEXT COMMITTEE MEETING** — Monday 16<sup>th</sup> April 2018.

**11.0 CLOSE:.**

Meeting closed 11-57 am.

Ian Howley

Secretary.