

MINUTES

Committee Meeting — 9 - 30 am
Monday 10th February 2020 at the Shed

1.0 PRESENT: Dick Puttyfoot, Mark Hardidge, Irvin Beeston, John Driver, Rob van der Linden, Barry Hinson, Noel McDougall, Paul L'Huillier, Ian Howley.

2.0 APOLOGIES: Campbell Ford, Len Sims.

3.0 CONFIRMATION OF MINUTES — *Committee Meeting 9th December 2019*

Moved: John D

Seconded: Irvin B

Carried

4.0 CONFLICT OF INTEREST - Nil

5.0 MEMBERSHIP It was moved Mark H, and seconded Dick P "that the membership application by Juris Zonnenbergs be accepted". **Carried.**

6.0 BUSINESS ARISING

6.01. **BBQ Presentations** –At the next BBQ lunch either Callum Bloomer or his wife Roslyn will run a revision session on the use of the defibrillator. Alan Marsland (Kangaroo Hoppett) is tentatively booked for March & Paul L'H will confirm. Videos of the Kiewa Hydro Scheme construction can be shown again at later BBQ's. Ian H is to talk to Maureen Ryland about speakers on health topics.

6.02. **Garage Sale** - Dick P will liaise with the Neighbourhood Centre regarding a car boot sale on Easter Saturday (11th April). The NHC may take on the organisation of the event.

6.03. **Christmas Decorations** – The installation and removal of the decorations generally went OK. Half of the funds from the Alpine Shire have been spent on replacement items. We will need to decide how the balance of the funds are to be spent. Manufacture of large Santas and/or reindeer and sleighs is a possible project. If Tawonga South was to request Christmas decorations we need to carefully consider whether we have the resources to be involved.

6.04. **Secondary Scholarship** – The Shed's contribution was increased to \$150 and the presentation was made by Reg Hollonds. The donation was used for the Vocational and Education Training (VET) Award, and was received by Flynn Eriksson and Dylan Ryder.

6.05. **Surplus AGL tools** – Transfer to Bring Up list.

6.06. **Plans for Trailers** – The rusty trailer is to be taken to the tip and the tow bar retrieved. The canopy trailer requires modification to be useful for Footygate. The cage trailer requires some improvements before delivery to the Neighbourhood Centre where it will replace their existing trailer. This project is in the hands of Dick P, Barry H & Mark H.

6.07. **Construction of Works for the NHC** – The Alpine Shire has given permission for the shed and other works to proceed. Dick P will talk to Mal D about his availability to continue with this project.

6.08. **Amendment of Constitution** – We assume that this is complete.

6.09. **Cluster Meeting** – The next meeting is at Henty on 31st March. Rob vdL and Noel McD will attend. Fuel costs will be reimbursed by the Shed.

7.0 **TREASURER'S REPORT**

The Treasurer's report was circulated via email. A motion "that the Financial Report, as circulated via email, be accepted", was

Moved: Paul L'H

Seconded: Noel McD

Carried

It was moved Paul L'H and seconded Ian H that "the \$60,000 grant funds from the State Government be invested in a short period term deposit, preferably three months". Carried.

It was moved by Paul L'H and seconded by Dick P "that the Shed become a member of the Upper Kiewa Valley Community Association @\$50 per year, and we also join the Mt Beauty and District Chamber of Commerce, as an associate member, with an annual fee of \$25. Carried.

8.0 **CORRESPONDENCE.**

In:

- **Alpine Shire.** Grants for Clean Up Australia (9/12)
- **Henty's Men's Shed.** Invitation to Cluster meeting on 31/3. (10/12, 29/01)
- **VMSA.** Newsletters (19/12, 10/01, 24/01)
- **AMSA.** Newsletters (10/12, 19/12, 14/01)
- **Timbecon** – Invoice for thicknesser (10/12)
- **Jaclyn Symes** – Advice of grant success (11/12)
- **DHHS-** Shed grant reporting requirements (14/12)
- **Mt Beauty Secondary College** – Re Shed scholarship (11/12, 17/12 hc)
- **Kusch Engineering Consultants** – Structural drawings and Certification (19/12)
- **DHHS** – Administration of the State Government grant (19/12)
- **Telstra** – Data usage (19/12)
- **Into Our Hands Foundation** – Changes to organisation (19/12)
- **Helen Haines** – Newsletter & Grants information (3/2)
- **AMSA** – Insurance claims (11/01)
- **AMSA Zone 1 (NSW)** – Newsletter re bushfire response (13/01)
- **AMSA** – DGR submissions (20/01)
- **Vendor Panel** – Used for VicParks dealings (21/01)
- **Alpine Shire** – Request information for Building Permit (23/01, 19/01)
- **Wodonga Men's Shed** – Tool collection for bushfire victims (27/01, 3/2)
- **AMSA Everest** – Information on Construction Period Insurance (28/01)
- **AMSA** – Member survey (30/01)
- **AMSA** – General Insurance renewal (31/01, 01/02)
- **AMSA** – Round 20 Shed grants (3/2)
- **NHC** – Green light for shed construction (4/2)
- **David Jones** – Refer to Len S.
- **UKVCA** – Community Education for Seniors on 28/2 (8/2)
- **UKVCA** – Appeal for membership (9/2)

Out:

- **DHHS.** Invoice and agreement for State Government grant (20/12)
- **Ken Bell.** Program for 2020
- **Mt Beauty Secondary College** – Scholarship arrangements
- **Alpine Shire** – Thanks for support for Christmas decorations (18/12)
- **Alpine Shire** – Draft Building Permit application (07/01)
- **Mt Beauty Chamber of Commerce** – Re-establishment meeting (09/01)
- **AMSA** – Construction Period insurance (28/01)
- **Callum Bloomer** – AED presentation (30/01)
- **Jaclyn Symes** – Request copy of grant media release (11/12)

- **Alpine Shire** – Acquittal form for the Community Development Grant for the thickneser.

It was moved Ian H and seconded by Paul L'H that "*the Correspondence be received*".
Carried

9.0 **RISK MANAGEMENT**

- **Incidents Report** – Nothing to report.
- **Workshop Panel** *RP, IB, RH, WM, LS, JD, BH, RvdL, and M.D*

10.0 **GENERAL BUSINESS**

10.01. **Project Reports** (1) Parks Signs – Current order is complete. (2) Deer Guards - Barry H. Two guards under construction and should be ready for installation in 2 to 3 week's time. (3) Bee Hives – Will be completed soon. (4) Two ladder golf sets are available for sale and two small barrows will be ready soon – Irvin B. (5) The NHC shade cloth over the glass house is complete – a great job done by Rod Hyde. (6) A stack of hurdles from the Little Athletics Club have been delivered and require repair.

10.02. **Shed Extensions** – Ian H tabled the February progress report and discussed a list of issues that we need to address. In particular the kitchen, and maybe the entire Shed, may need to be closed for periods of time during construction.

At present we are waiting on some information from Kusch Consulting Engineers before proceeding with the next steps.

Ian H has prepared contract and tender documents, to enable quotes for Shed construction to be sought later this month. These were discussed by the Committee.

The proposed process for engaging a contractor is as follows;

- Finalise the details in the contract document,
- Contact local builders to get a list of experienced and available licensed potential contractors,
- Send contract and tender documents to those on the list,
- Offers to be mailed to Ian H's post office box,
- Offers opened and assessed by the Shed Executive,
- Submit a recommendation to the Committee for approval,
- Appoint a contractor and finalise the Building Permit,
- Finalise the site preparation by Shed members,
- Arrange insurance and start building.

It was moved by Dick P and seconded by Noel McD that "*the process outlined above be approved*". Carried.

10.03. **Grants** –No further action at present.

10.04. **Insurance Renewal** – The Shed's suite of insurances is due for renewal at the end of February. It was moved by Paul L'H and seconded by Noel McD that "*the Treasurer arrange renewal of insurances with AMSA Everest for 2020/21*". Carried.

10.05. **Offer for Woodworking Classes by Don Terry** – Paul L'H will talk to Don to get a better understanding of his offer. Dick P to gauge interest at this week's BBQ.

10.06. **DGR Status** – A bill to give Men’s Sheds this status is to go the Federal Parliament soon.

10.07. **Bring Up list** – Surplus tools from AGL to be added to this list.

- Sound insulation to be included in the recladding of the compressor annex.

10.08. **Other Business** – A new First Aid cabinet has been installed and stocked with new items. Surplus items are in a portable Kit, and in the compactus. Thanks to John D for updating our first aid holdings.

- The Shed looks untidy from the outside. A tidy up is always a good idea.

- Paul L’H will send a thankyou note to Andrew Chalmers for again checking our fire service equipment.

11.00 **Next committee meeting** - 16th March 2020

12.00 **Meeting closed** - 11-56 am.