

# MINUTES

Committee Meeting — 9.30 am Monday 14<sup>th</sup> August 2017  
at the Shed

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

**2.0 APOLOGIES:** Rod Hyde, Reg Hollonds,

**3.0 CONFIRMATION OF MINUTES** — *That the minutes of Committee Meeting held on 17<sup>th</sup> July 2017, (emailed previously) be accepted.*

**Moved:** Paul LH **Seconded:** John D **Carried**

## 4.0 BUSINESS ARISING

4.01. **Dust & Fume extraction/exhaust system** — **Irvin B** reported that the switch gear had been moved to inside the main Shed. We are awaiting better weather to complete some external work. Ports from the compressor are to be installed inside the main Shed.

4.02. **Seniors Festival** – An Open Day (10-00 am to 2-00 pm) is planned for the 14<sup>th</sup> October. There are to be some activities going on in the Shed, maybe a lathe, and a free morning tea for visitors. We will also have a sausage sizzle, with gold coin donation.

4.03. **Cubs & Scouts request** – **Dick P** will talk to Kim Frantzke regarding a program, involving woodwork. Dick will also reply to a request from the Library for assistance with a project for children.

4.04. **Presentations at BBQ's** – Presentations on subjects related to men's health, and living in retirement, are to commence in October with a talk on palliative care by Maureen Hardidge. Hopefully these will continue every two months.

4.05. **Safety Audit** – Action has commenced on the 14 items that were identified in the report as needing improvement. These include;

- test & tagging has started,

- **Ian H** to check what (if any) exit signs are needed,

- **John D** has obtained quotes for a number of items. It was moved John D, seconded by Len Sims that *"we purchase a cabinet for flammable*

*liquids, an eyewash, and a spill kit, for \$1690(or less) “. Carried.*

- changes to emergency contact list have been made,
- emergency footstops for electrical equipment are to be considered on machine by machine basis,
- chains on the gas bottles are to be checked,
- **Irvin B & Dick P** to investigate if the dust extraction system could be extended to collect welding fumes, as an interim solution,
- fire extinguishers to be checked. **Dick P** will contact Andrew Chalmers to see if he can help out.

4.06. **Footygate** – Good financial results for the season. A special thank you to Mark & Maureen Hardidge for their efforts throughout the season. We hope to find a new organizer of volunteers for next season.

4.07. **Defibrillator** – **John D** is organizing the purchase of replacement pads.

4.08. **Replacement BBQ** – It was decided that we would decline the offer of a BBQ from Roi Rigoni. **Paul LH** to advise Sue. Mark has a 6 burner unit on order from Bunnings.

4.09. **Survey by Uni Student** – Still some spare surveys to be handed out to willing members at the monthly BBQ.

4.10. **Grants** – Thanks to Paul LH for another successful application - \$4000 from the Alpine Shire Community Grants, for the dust extraction equipment.

4.11. **New Laptop** – The Shed's 5 year old laptop became unserviceable, so a new one was purchased for about \$1500.

4.12. **Activation of Lathes-** **Dick P & Mal D** to set up lathes (maybe store one elsewhere) and encourage more use of them.

## **5.0 TREASURER'S REPORT**

The report was emailed to Committee members previously *and it was moved that it be accepted*. **Moved:** Paul LH **Seconded:** Len S **Carried.**

During Paul's absence in September John D will handle the finances, and Mark H will be Shed Projects Coordinator,

## 6.0 CORRESPONDENCE.

- **In**

- **Alpine Shire.** Advice of success with application for a Community Grant.
- **VMSA.** Copy of their 2017-19 Strategic Plan (Copy emailed to Committee).
- **VMSA.** Advertisement for the position of Project Officer.
- **AMSA.** Invitation to apply for National Men's Shed Awards.
- **AMSA.** Another invitation to the National Conference.
- **Maureen R.** A list of suggestions for BBQ talks..
- **Spanner in the Works.** Newsletter.
- **Myrtleford Shed.** Invitation to next Cluster meeting on the 28<sup>th</sup> September. *Dick P will attend.*
- **Alpine Shire.** Invitation to list Summer events in calendar. *No Action*
- **Corryong Shed.** Information on their kindling fundraising process.
- **NHCC Term 3 Syllabus.** Women in the Shed listed. *Dick advised that there are 10 women in the current class and he is being helped by Irvin again.*

- **Out:**

- **Email to Ezio Minutello.** Thank you for the donation of equipment.
- **Letter to Peter Hertzog.** Thank you for the Safety Audit report.
- **Email to John Schulz & Helena Walter.** Thank you for the donation of equipment and materials.
- **Letter to the ATO.** Advising of changes to our tax details.
- **Email to Ron Crawford.** Advising that the green container had been cleaned out.
- **Hervey Bay Shed.** Information provided on our dust extraction system.

## 7.0 RISK MANAGEMENT

- **Incidents Report** — John Driver: 1<sup>st</sup> Aid Officer.
- **Workshop Panel (DP, WM, LS and JD)** Nothing to report..

## 8.0 GENERAL BUSINESS

8.01. **Project Reports (1) Deer Guards** – One has been completed and installed. Another has been fabricated and waiting on advice as to

where it is to be installed. **Dick P** to follow up on details., (2) **Side Fence** –No progress recently, awaiting better weather. **Rod H** has offered to work on the fence. (3) **Second external Tap** – **Rod H** to do. (4) **Ladder Golf** – **Irvin B** has seven units under construction. Materials cost is about \$25 per unit. (5) **Nest Boxes** – **Warwick M** to complete the order after he finishes the bench project. (6) **Spinning Wheel** – Transport to return the “template” wheel to Bright has been organized.

8.02. **Future Shed Extensions** – **Ian H** is developing options for a 12 metre x 3 metre verandah. Bruce Howie advised that we cannot act as owner builders as we do not own the land.

8.03. **Welding/Cutting Equipment** – It was agreed that we should try out our existing plasma cutting/MIG machine and demonstrate it’s capabilities before looking at other options. **Dick P** to arrange.

8.04. **Electrical Certificates** – **Dick P** will follow up with Kevin Moorman.

8.05. **AGM & next Committee** – All Committee members present said they are prepared to nominate again. Paul will be away for the AGM but will send out appropriate notices before he leaves.

8.06. **CNC Router**– **Dick P** will find out contact details so that we can collect the machine that has been offered to us.

**9.0 NEXT COMMITTEE MEETING** — Monday 11<sup>th</sup> September 2017.

Some other dates to note; Next BBQ is on 18<sup>th</sup> August, 2017.

AGM & BBQ on 15th September, 2017

Open Day in Seniors Week 14<sup>th</sup> October,2017.

**10.0 CLOSE:.**

Meeting closed 12.08 pm.