

MINUTES

Committee Meeting — 9.30 am Monday 10th December 2018 at the Shed

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

2.0 APOLOGIES: Campbell Ford, Reg Hollonds.

3.0 CONFIRMATION OF MINUTES — That the minutes of Committee Meeting held on the 12th November 2018, be accepted.

Moved: Len S Seconded: Irvin B Carried

4.0 CONFLICT OF INTEREST - Nil

5.0 MEMBERSHIP – Nil.

6.0 BUSINESS ARISING

6.01. **BBQ Presentations** – Dr Mark Zagorski's session on living with arthritis, at the November BBQ, went well. We will take up the offer of a speaker on mental health for the March 2019 BBQ. **Ian H** to contact Jan Mock.

6.02. **Blairs Hut Trip** – Trip to be deferred until next year. A visit to the Motor Museum will also be held over to 2019.

6.03. **Christmas Function** – Help needed at 10 am to set up the hall. Mark H has catering organized. Numbers are down this year and maybe consider an earlier date next year.

6.04. **Christmas Decorations** – Decorations were installed yesterday. Thanks to Dick and the team. Some replacement items are needed as some decorations getting past it.

6.05. **Bikes for Refugees** – We will stay with current arrangements for sale and distribution of refurbished bikes.

6.06. **Shed Sign at Town Entrance** – **Ian H** to contact the Shire to get approval.

6.07. **Future Markets** – **Dick P** to liaise with the NHC regarding a possible combined market at Easter.

6.08. **Women in the Shed Course** – Thanks to Len S and Irvin B who helped Dick P to run the current course for 5 women. **Paul L'H** to seek an instruction fee from the NHC.

7.0 TREASURER'S REPORT

The Financial Statement was previously emailed to Committee members. It was moved by Paul L'H, seconded Len S *"that the Financial Statement be accepted"*.

Carried.

It was agreed that a further \$10,000 could be put into a term deposit for the next 6 months.

8.0 CORRESPONDENCE.

In:

- **AMSA.** Newsletter.
- **VMSA.** Info on the AGM at Benalla on 30th November.
- **Tony Coutts.** Offer of a bike.
- **UKVCA.** Advice of Shire revision of Local Laws. Not relevant.
- **ACNC.** More detail required on application. **Paul L'H** to forward info to Ian H.
- **Spanner in the Works.** Newsletter.
- **Into Our Hands Foundation** – News from their AGM.
- **Alpine Shire.** List of grants on offer from others. Not applicable.
- **AGL.** Revised information for the runners sign.
- **VicParks.** Information on signs and trip to West Kiewa. **Paul L'H** will contact VicParks regarding the signs.
- **Be Connected.** Survey – no action.
- **AMSA.** Handbook and calendar

Out:

- **Bruce Addinsall.** Request to store timber at the Mill. Thankyou note to be added to website.
- **West Peak Hotel.** Thank you note for recent raffle and offer of \$100 toward sound system.

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

9.0 RISK MANAGEMENT

- Incidents Report — John Driver: 1st Aid Officer – Some additional items, such as hand sanitizer, will be required to facilitate compliance with the Hygiene Policy.
- Workshop Panel (DP, WM, LS and JD) – Nothing to report.

10.0 GENERAL BUSINESS

10.01. **Project Reports.** (1) **Park's Signs-** Progress is being made but there are challenges with the software. (2) **Deer Guards** – Modification to bar sizes being considered. Reg H. (3) **Eagle Chair** – Has landed at the Shed. (4) **Sutton Decking** – Front has been done, rear deck to follow. Thanks to Len, Reg, Dick & Shane.

10.02. **Future Shed Extensions** – Tony Gentile has estimated that the cost of the building, including slab, to be about \$58,000. The revised total cost is now \$84,540, plus Shed labour input. We have a grant to cover earthworks, drainage and plumbing so this will proceed in early 2019.

10.03. **Hygiene Policy** – Brian Keeble has prepared a draft Hygiene Policy for the Committee to consider.

It was moved Mark H and seconded Irvin B that “*the Hygiene Policy, as amended at the meeting, be adopted.*” Carried.

The final version will be added to the website. Brian will next draft a Privacy Policy for consideration by the Health & Safety Sub-Committee, and then the Committee, in 2019. Thank you to Brian for the ongoing work on policy development.

10.04. **Bring Up List** – Two items to consider in early 2019 are the renewal of the MoU for the storage shed, and a revision of the 5 year Strategic Plan.

10.05. **Schedule of Meetings for 2019** – The schedule (attached) was adopted with no Committee meetings in January and June, and a Shed opening date of the 15th January and closing date of 11th December 2019. The date for the Christmas dinner will be decided later.

10.06. **Bench for Netball Courts** – Paul L'H will contact a Netball representative to determine their interest in using the surplus bench from the Tennis Courts.

10.07. **MoU with the Neighbourhood Centre** – The MoU is due for renewal and Committee members are asked to send comments to Paul L'H.

10.08. **Christmas Carols** – Disabled toilet to be cleaned and set up for use for Christmas Carols on 14th December.

10.09. **Tennis Courts mowing** – It was agreed that we could offer to mow the grass for the Tennis Club.

11.0 NEXT COMMITTEE MEETING — Monday 11th February 2019.

12.0 CLOSE:.

Meeting closed 10-46 am.

Ian Howley
Secretary.