

# MINUTES

Committee Meeting — 9.30 am Monday 14<sup>th</sup> May 2018 at the Shed

**1.0 PRESENT:** Dick Puttyfoot, Reg Hollonds, John Driver, Ian Howley, Len Sims, Rod Hyde & Brian Keeble

**2.0 APOLOGIES:** Campbell Ford, Paul L'Huillier, Mark Hardidge, Irvin Beeston,

**3.0 CONFIRMATION OF MINUTES** — That the minutes of Committee Meeting held on the 16<sup>th</sup> April 2018, (emailed previously) be accepted.

Moved: Len S                      Seconded: Rod H                      Carried

**4.0 CONFLICT OF INTEREST** - Nil

**5.0 MEMBERSHIP** – No new membership applications received.

## **6.0 BUSINESS ARISING**

6.01. **Future Activities at BBQ's** – Dick P will ask again at the BBQ for ideas on future speakers/activities for BBQ's. John D has a list of possible speakers that he will distribute.

6.02. **Electrical Certificates**- They have not yet been arranged. Dick P will follow up alternatives. Availability of electricians is a problem.

6.03. **Shed Uniforms** – This issue has dragged on for years with no outcome. Dick P has spoken to Campbell about providing us with samples.

6.04. **Marking of Tools & Equipment** – Mark H has purchased paint. Maybe make a template of the logo to spray over.

6.05. **Footygate** – Dick P reported that we have had four good days so far with a return of \$476 last Saturday. Thanks to Rod H and Nick B for coming in at short notice to replace a couple of men who were sick. We have two Bunnings vouchers left and the Football Club have indicated that they will supply a couple more.

6.06. **Half Marathon** – Dick P is liaising with Ben Derrick regarding detailed arrangements.

## **7.0 TREASURER'S REPORT**

The Treasurer's Report was previously emailed to Committee members by Paul L'H who is still in transit. It was moved Ian H, seconded Len S *"that the treasurer's report be accepted"*. Carried.

## 8.0 CORRESPONDENCE.

### **In:**

- **AMSA.** Newsletter
- **AMSA.** Information on NSDP grants – not in a position to apply this time.
- **Ben Derrick.** Acknowledging Shed involvement in Half Marathon
- **NHCC.** Letter agreeing to transfer of land
- **DBYD.** Multiple responses, but not much help.
- **Everest Insurance.** The Shed is not covered for floods.
- **Westpac Foundation.** Information on grants. We are not eligible.
- **Music Festival Committee.** Thankyou for the guitars.
- **Alpine Health.** Invitation to “Future Directions Workshops”.
- **Alpine Shire.** Advice that they will not return the relinquished grant funds.

### • **Out:**

- **NHCC.** Advice regarding meeting attendance
- **UKVCA.** Another letter of support for the West Kiewa Track.
- **Alpine Shire.** Another request for the return of grant funds.
- **Alpine Shire.** Request for approval to change lease boundary, etc.

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

## 9.0 RISK MANAGEMENT

- Incidents Report — John Driver: 1<sup>st</sup> Aid Officer
  - Ian H reported that when coming to the Shed last Wednesday the guard on the table saw had been removed and placed on a bench, under the notice that prohibited the guard being removed. Clearly this action is unacceptable and further action was discussed including banning certain operators and completely removing the saw if this risk cannot be safely managed. **Dick P** will follow up with the offender. There is also an issue with the relay on this saw being left on – it was suggested that a warning light be added.
- Workshop Panel (DP, WM, LS and JD) – No report.

## 10.0 GENERAL BUSINESS

10.01. **Project Reports** (1) **Chairs’ restoration for the Willey’s** – Likely to be a couple more to do. **Reg H** will check. (2) **Ladder Golf** – Have 2 in the Shed and 2 at Campbell’s. (3) **Park’s Signs-** Timber and paint have been bought. A dust extraction

pipe needs to be fitted to the router. Rod H offered to help with the CNC routing. (4) Lion's Club Projects – Rod H has commenced seat renovations. AGL have supplied the timber which now allows funding to pay for concrete plinths under the seats. (5) Deer Guards – Dick P to measure up. (6) Bike Rack for Senior Citizens – Rollo Kiek is checking on underground services and getting Shire permission before installation can proceed. He will advise when that is done.

10.02. **Future Shed Extensions** – Ian H has written to the Shire asking for approval (as the landowner), and they in turn will need approval of AGL who own a portion of the land on which the Shed extension is to be located. Then we will apply for planning and building approvals. In return for the NHCC approval to the transfer of leased land we have offered to provide a shed for the dragon boat equipment storage and to build a front fence for them. In the design of the project Rod H suggested that we consider adding a doorway between the kitchen and the extension.

The Shire have advised that they will not return the \$4000 of grant funds (2017/18) that we relinquished. They suggested that we make a new application for a 2018/19 Alpine Shire Community Grant.

10.03. **Grants** – No further discussion.

10.04. **Bring Up List** – New member applications to Committee. No amendments.

10.05. **Code of Conduct** – Brian K presented an outline for the H&S sub-committee to prepare a draft Code of Conduct policy. There was general agreement on the scope of the policy, covering the 9 points in Brian's outline. The Katoomba Men's Shed policy provides a good example for us to follow in the drafting.

It was moved by Ian H and seconded by Rod H *“that a draft Code of Conduct policy, based on the Katoomba Men's Shed model, be prepared for consideration at the next Committee meeting on the 16<sup>th</sup> July”*. Carried.

10.06. **Work Placement for Children, etc** – Brian K outlined the issues that have arisen from the Victorian Government's "Child Safety Standards" for schools and other organisations. In the past we have had secondary school boys on work placement where they attend the Shed on a once a week basis. At the Committee meeting on the 11<sup>th</sup> December 2017 it was resolved (as part of our review of the H & S policy) that such arrangements would be suspended until we are able to comply with the new regulations.

It was moved by John D and seconded by Len S *“that we continue with the suspension of mentoring by Shed members for children under 18 years of age”*. Carried.

Dick P asked if the Scouts could come to the Shed, out of normal opening hours, with any Shed member present having a Working with Children clearance. Brian K will check this scenario against the regulations and advise the Committee whether it complies, before this event proceeds.

**11.0 NEXT COMMITTEE MEETING** — Monday 16<sup>th</sup> July 2018.

**12.0 CLOSE:.**

Meeting closed 11-40 am.

Ian Howley

Secretary.