

MINUTES

Committee Meeting — 9.30 am Monday 12th February 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 11th December 2017, (emailed previously) be accepted.

Moved: Reg H Seconded: Mark H Carried

4.0 CONFLICT OF INTEREST

Nil.

5.0 BUSINESS ARISING

5.01. **Cubs & Scouts request** – Dick P to discuss with Kim Franzke. May be able to show them around the Shed.

5.02. **Presentations at BBQ's** –. A demonstration of lathes operation will be organized by Dick P for the February 2018 BBQ. Rebecca Carne will be the guest speaker at the March BBQ presenting Wills and Power of Attorney information.

5.03. **Safety Audit - Fire Extinguishers** –Andrew Chalmers has done the checks on the fire extinguishers. Paul L'H will talk to him about future testing.

5.04. **ABN** – Ian H has hopefully finalized details with the ATO.

5.05. **CNC Router**- Doug Braidwood has had training sessions with Roland. After an approach from Parks Victoria it was agreed that we will do a test run sign with a potential for ongoing business with revenue of around \$1000 p.a. They will give us details of the font and router head. We will supply the timber and paint to specifications. Dust disposal needs to be carefully managed.

5.06. **Safety Sub-Committee** - The Secondary College was advised of our decision to suspend our mentoring of students in the Shed until Working with Children issues have addressed.

5.07. **Electrical Certificates**- Shane Clooney has spoken with David Quick regarding certification of electrical work. This is needed before we renew our insurance. Dick P to follow up.

5.08. **Shed Cleaning** – A roster is in place.

5.09. **MoU with the NHCentre** – Signed copies have been exchanged – thanks to Paul L'H for organizing that. Mowing issues have been resolved. It was agreed that

the Shed reimburse Reg H an amount of \$50 for transporting the Craftsmann mower to and from Wodonga.

5.10. **Shed Uniforms** – Some samples have arrived at Campbell F's shop.

5.11. **Chemical Cupboard Vent** –Len S has done it.

5.12. **Secondary College Award**- Reg H presented the award, although the recipient was absent.

5.13. **Myrtleford Men's Shed Enquiry** – Rob Van der Linden has been in contact with them. Dick P has a USB stick of info on the dust extraction system to send to them, also.

5.14. **Christmas Decorations** – Completed for another year and money has been banked. Some of the decorations are in need of replacement.

5.15. **Purchasing Policy** – Finalised. **Paul L'H** will post a copy on the website.

6.0 TREASURER'S REPORT

Paul L'H advised that he had succeeded in obtaining a grant from Be Connected IT for assisting people to improve their digital communication skills. He will develop a program, which may include purchase of Ipads, for implementation later in the year. We need to encourage participation by Shed members.

The Treasurer's Report was previously emailed to Committee members. It was moved Paul L'H, seconded Reg H *"that the treasurer's report be accepted"*. Carried.

7.0 CORRESPONDENCE.

In:

- **AMSA.** Their management of privacy information.
- **AMSA.** Insurance renewal information (Everest Risk group).
- **AMSA.** Newsletters & Christmas Wishes.
- **AMSA.** Advice (20/12/18) on Constitution changes for voting rights.
- **John & Jan Driver.** Thankyou email to Shed members.
- **VMSA.** Newsletters.
- **Alpine Shire.** Email (16/12/18) re conditions for reinstatement of grant funding. Need to move quickly with Shed extensions approval.
- **Gallagher Insurance.** Information on alternative insurance policies. These brokers are recommended by the VMSA.
- **UKVCA.** Newsletter.
- **Myrtleford Shed.** Requests for information on dust extraction system. Done.
- **DHHS.** Advice that Tom Arnold is the new contact.

- **Neighbourhood Centre.** MoU and request for Shed members to join the NHC.
- **Nevin Lenne Gross.** Rebecca Carne to give a presentation on 16th March BBQ.
- **McNicol family.** Advice of Jordan's departure.
- **Bendigo Bank.** Advice re Dog Walk Day money.
- **Alpine Health.** Thanks to the Shed for the Spinning Wheel (& \$250 donation).
- **AGL.** Basic information on the two runners.
- **Wangaratta Men's Shed.** Notice of Cluster meeting on 16th March. Clashes with our BBQ so **Ian H** to send an apology.
- **Spanner in the Works.** Newsletter.

Out:

- **Secondary College.** Advice of complications in Working with Children.
- **Alpine Shire.** Request to hold returned grant funds for our Shed.
- **NHCentre.** Amended and signed MoU.
- **NHCentre.** Letter of apology for Christmas incident.
- **Nehic.** Thankyou for the loan of the scaffolding.
- **E & D Minutello.** Thankyou for the donation of the steel rack.
- **AMSA.** Information sent on Shed member David Wood receiving an AM.

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

8.0 RISK MANAGEMENT

- Incidents Report — John Driver: 1st Aid Officer – No incidents to report.
- Workshop Panel (DP, WM, LS and JD) – Reg H reported on impending purchase of steel cold cutting saw.

9.0 GENERAL BUSINESS

9.01. **Project Reports** (1) **Side Fence** –Painting started. Helpers welcome (2) **Second external Tap** – **Rod H** has materials and will do shortly. (3) **Spinning Wheel** – Completed. (4) **Table & Chairs' restoration for the Willey's** – Table completed and delivered, chairs to do. (5) **Wood's chairs** –Completed. Request to repair cane chairs to be assessed. (6) **Herbie O's Furniture** – A project for 2018. Awaiting a volunteer. (7) **Rob Spargo's mower** – **Reg H** will call Rob and inspect mower to see if it is worthwhile restoring.

9.02. Insurance Renewal – The Committee discussed the two offers for the renewal of insurances. To date we have been insured through the AMSA supported Everest Risk Group and they have outlined their offer very clearly. The offer from the VMSA recommended Gallagher brokers would be around \$300 cheaper, but the details of their offer are difficult to understand. The Everest Risk Group have a satisfactory record in insuring Men's Sheds across Australia, as far as we know.

It was moved by Len S and seconded by Reg H *"that we renew our insurances cover with the Everest Risk Group"*. Carried.

9.03. Future Shed Extensions – Ian H emailed information on an alternative extension of the Shed, oriented east west, with the dimensions of 12 metres by 9 metres. A model (1 to 50 scale) was tabled to assist the discussion. The Committee agreed to proceed with this option and the next steps would involve;

- get NHC agreement in writing to the use of part of their land,
- meet with the Alpine Shire to sort out lease amendments/endorsements,
- submit an application to amend the planning permit,
- after approval, **Ian H** to talk to Tony Gentile about an estimate of cost and any construction issues,
- ask for the return of the \$4000 Alpine Shire grant,
- develop a budget and staging plans,
- undertake site preparations, tree removal and foundation work,
- apply for further grants,
- build the extension.

There is an urgency to get to the step of requesting the grant money back from the Shire before the funds get absorbed into their next year's grant allocations.

The Committee inspected the site of the proposed extension.

9.04. Grants – Nothing further to report.

9.05. Bring Up List – No change.

9.06. February BBQ –The advertised start time to be 11-00 am for the lathe demonstrations.

10.0 NEXT COMMITTEE MEETING — Monday 5th March 2018.

11.0 CLOSE:.

Meeting closed 12-05 pm.

Ian Howley

Secretary.