



HAMLEY BRIDGE COMMUNITY ASSOCIATION INC  
MINUTES ORDINARY MEETING HELD AT THE INSTITUTE ON 13<sup>th</sup> FEBRUARY 2020

**1. ACKNOWLEDGEMENT**

“We acknowledge the land we meet on today as the ancestral land of the Kurna/Ngadjuri people. We respect the deep spiritual relationship of Aboriginal people with their country. We also pay respect to Aboriginal people who may attend from other areas of South Australia”.

**2. OPENING**

Meeting opened at 7:30 pm

**3. ATTENDANCE RECORD**

Richard Gregory (Chair); Ann Sellars (Treasurer); Barbara Chappell (Secretary); Cr Wendy Williams; Mel Collinge; Kerry Ninnes; Lynda Webb (part attendance)

**APOLOGIES**

Peter Gillan, Kiri Togo-Hawkins, Paul Voegel, Tina Mundy

**4. MINUTES OF PREVIOUS MEETING**

**Motion:** That the minutes of the previous meeting held on the 13<sup>th</sup> November 2019 be taken as a true and correct record.

**Moved:** Cr Wendy Williams    **Seconded:** Melissa Collinge    **Motion:** Carried.

**5. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

- 5.1 Tag and Test of all the electrical equipment being organised by Richard.
- 5.2 Polishing of the floor is outstanding.
- 5.3 We will not be setting up on-line booking system on the HBCA website until the number of hires increases to warrant the expense.
- 5.4 Revisions to the Constitution will be reviewed by the Executive before the next meeting in March.
- 5.5 The Executive to review the feedback gathered on the 5 Year Plan for 2019 to 2024 in a workshop before the next meeting in March.

**6. CORRESPONDENCE IN**

- 6.1 Emails from History Group President re: hall hire charges
- 6.2 Grants Newsletter
- 6.3 Council grants workshop on 10<sup>th</sup> February 2020
- 6.4 Email for WRC about library kiosk installation

**Matters arising**

6.1 History Group agreed to a % of the amount they fundraise from the car club visit as the hire fee for the Institute.

6.2 The email from WRC brought into question the status of the library group and their capacity to make decisions about the use of the Institute independent of discussion or approval from the HBCA. Barbara (Secretary) to search the previous minutes to clarify if and when the library group was endorsed as a sub-committee of the association. A meeting with the library group to be organised before the next meeting of the HBCA.



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**7. CORRESPONDENCE OUT**

- 7.1 Emails to council re: replacing our original lock in the new kitchen door, action required on pigeon mess at the Institute, fixing or replace of our flagpole before Anzac Day.
- 7.2 Confirmation and information letters to all Christmas Party stall holders.
- 7.3 Invitation to Mayor and all council members and staff to the Christmas Party.
- 7.4 Invitation to Mayor and Ward Councillors to the Australia Day lunch.
- 7.5 Response to emails from President of History Group.
- 7.6 Thank you emails to council's Director of Infrastructure Services for equipment loaned for the Christmas Party.
- 7.7 Thank you certificates to all who provided donations for the Christmas Party.
- 7.8 Email to council re: water damage to ceiling and carpet in Institute.

Matters arising

- 7.1 Barbara to follow up with council re: flagpole and pigeon poo.
- 7.5 Barbara and Richard attended a History Group meeting to resolve hall hire charge
- 7.8 Insurance company to contact us to make a time to assess the carpet damage in the supper room.

**8. FINANCE REPORT**

- 7.1 Balance for the Institute account is \$4341.39; and \$9,176.22 for the HBCA.
- 7.2 Ann spent considerable time bringing the accounts up to date. Many thanks for the efforts.
- 7.3 In response to a question asked by Lynda about library funds, Ann will look into setting up a budget line for fundraising amounts allocated to community groups. At this point the library group has \$41.00 left (after expenses) from a bingo fundraiser.

**9. MEMBERS/SUB-COMMITTEE REPORTS**

- 9.1 Christmas Party and Parade Sub-Committee had a review meeting on the 15<sup>th</sup> January. The new committee for 2020 is having a meeting on the 20<sup>th</sup> February 2020 to kick start planning for this year's event.
- 9.2 We will need someone new to take on the organisation of the Senior Citizens dinner for December 2020 as Lynda (Webb) is ready to pass on the task. Thank you to Lynda for organising the dinners in the past. If we still want to hold it at the Bowling Club, it needs to be booked in.
- 9.3 The association is holding the town Garage Sale on the 29<sup>th</sup> March and a market. Melissa is the organiser for the market stalls. Registration forms are at the store and Gallery14 and on the FB page.
- 9.4 Barbara tabled the Hamley Bridge Institute Management Discussion Paper. The paper has been prepared to explain what is involved in maintaining the Institute with the aim of reaching agreement on providing equitable access to the facilities for community groups while sharing responsibility for contributing to the maintenance of the facilities. Other community facilities in the town have hire charges to cover their costs.



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- 9.5 River Regeneration Group is going well as reported by Kerry. A request to hold a photo shoot in the area in March has been submitted.
- 9.6 Dog Club as reported by Kerry. It was quiet over the Christmas break but the numbers are picking up again now.
- 9.7 Swimming Pool Committee as reported by Melissa, Kiri and Barbara. The pool committee made a decision not to allow flips from the diving board or edges of the pool to manage the risk of injury. Pool users will be made aware of the decision and parents reminded of the water watch when children are in the pool. We assisted with a clean-up of the pool storage shed and the canteen. The food evenings during the hot weather are a great success all round.
- 9.8 Bowls club report provided by Lynda. All going well, winning games.
- 9.9 Football club report provided by Julie. Next games on the 21<sup>st</sup> and 28<sup>th</sup> March (home game).
- 9.10 Richard reported security cameras will be installed on the Rec Centre building in response to break-ins and abuse of the grounds including people not picking up after their dogs on the oval. The scout hall and shed will be demolished within the next few weeks. New netball courts are being installed in the car park by the playground area. Barbara asked what was happening to the old tennis?
- 9.11 Library Group report. See item 6.2.

## 10. OTHER BUSINESS

- 10.1 Posters for the Garage Sale and Market to be put up at Templers, Balaklava, Tarlee and Gawler. Committee members divided up the posters among them for posting at the sites.
- 10.2 The revised constitution to be emailed to the committee for review and a meeting to be arranged to prepare a draft for presenting to the members.
- 10.3 A new logo was proposed for the association and it was accepted by the quorum present.

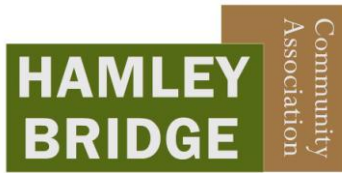
## 11. NEXT MEETING

The next meeting will take place at 7:30 pm on Wednesday 18 March 2020 at the Institute.

Meeting closed at 9:20 pm

## SUMMARY OF ACTION ITEMS

- Richard to organise tag and test for the Institute
- Institute hall floor polishing to be actioned
- Revised constitution to be emailed to committee members for review
- Meeting of executive committee to be organised to gain agreement on draft constitution for presentation to the members of the association for endorsement.
- Workshop to be organised with the executive committee to review the feedback on the 5 Year Plan and set priorities.
- Meeting with library group to be organised within the next few weeks.
- Barbara to follow up with council about the flagpole and pigeon damage to the Institute.
- Damage to the carpet in the supper room to be fixed.
- Budget lines to be set up for fundraising amounts allocated to community groups to keep track of expenditure.
- Need to put a call out for a new Senior Citizen's Dinner organiser.
- Need to promote the town Garage Sale and Market.
- Discussion paper options selection forms to be collected from community groups



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**Chair:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_

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