

ALEXANDRA HALL
COMMUNITY ASSET COMMITTEE
ARARAT

MINUTES OF A MEETING HELD IN THE GUIDE
HALL AT 7:00pm 11/8/2021

WELCOME:

Chairman extended a welcome to members present.

PRESENT:

R.Cocu, H.Gunstone, W.Gason, K.Leggett, H.Lockland,
C.Healy, J.Gunstone & Dr.T.Harrison

APOLOGIES

M.Egan

H.Lockland

R.Cocu

That apologies be accepted.

CARRIED

MINUTES OF MEETING HELD 13/05/2021

K.Leggett

C.Healy

That Minutes of Meeting held
13/05/2021 be taken as true
and correct. **CARRIED**

BUSINESS ARISING OUT OF MINUTES;

NO ACTION ON THE FOLLOWING.

1. Heating for halls.

2. Roadside Base of Vic Roads signage still not removed.

Following items attended to:

1. Old paint tins have been removed.

2. Collings St. hall frontage cement blocks replaced

3 Elizabeth Park animal refuse post has been installed.

INWARDS CORRESPONDENCE;

**1.From Ararat & Dist.Badminton Ass'n commenting on the
condition of main hall floor following learn to dance for debutante
ball has been carried out over the past months**

OUTWARDS CORRESPONDENCE

1. To A.R.C. enclosing Minutes of last meeting held 13/05/2021

H.Lockland

C.Healy

That Inwards Correspondence
be received and Outwards
Correspondence be approved.

CARRIED

TREASURER'S REPORT:**INCOME AND EXPENDITURE 13/05/21 TO 30/06/2021**

<u>INCOME.</u>		<u>EXPENDITURE</u>	
Hall Hire	\$940.00	Power-Guides	\$129.35
Bank Interest	09	Cleaning Req.	\$44.10
		Bond Refund	\$200.00
	<u>\$940.09</u>		<u>\$373.45</u>

BANK RECONCILIATION

Balance Carried Forward	\$10,418.80	
Plus Income	<u>\$940.09</u>	
	\$11,358.89	
Less Expenditure	<u>\$373.45</u>	
	\$10,985.44	
Bank Statement Balance		\$10,985.44
Term Deposit Balance		<u>\$43,843.19</u>
<u>TOTAL FUNDS AVAILABLE</u>		<u>\$54,828.02</u>

R.Cocu
K.Leggett

That the Treasurer's Report be
received. **CARRIED**

GENERAL BUSINESS

Main Hall Floor - The yearly Deb Ball training – learn to dance each year, hire the hall prior to the final balls to be held in the Town Hall. This year it has been noticed that the group appears to have been using hard sole shoes for this purpose. The organisers have been contacted and they advised me only socks were being used., not shoes. I find this hard to believe. What do other Committee members think? Perhaps an inspection prior to our meeting (before badminton starts at 7:30 pm approx). Members discussed at length the main hall floor and it was decided that it would be desirable to have the floor “buffed” up or re polished. Further use by dancing groups will need to be considered prior to the hirings, asking for their co-operation.

H.Gunstone
K.Leggett

That we obtain prices for
sand & polish of floor.
CARRIED

EXTERIOR INSPECTION

Chairman reported on an inspection with Keith Johnston from Council around the exterior of the complex .resulted in the following:-

1. A number of the barge boards require work and or replacement.
2. Vents in the Guide Hall area have been smashed in requiring Attention.
3. Old toilet block outside the Northern end was de-comissioned many years ago and is a temptation for vandalism. There is also a tree growing inside the area, members discussed whether the building could be demolished. CEO Dr Harrison advised the meeting he knew of the problem and he will deal with the removal in conjunction with the removal of a toilet block at Kokoda Park.

SET THE MEETING DATES.

Members discussed the suitable dates for 2021-22 and it was moved

C.Healy
H.Lockland

That Nov.11, 2021, Feb 10,May 12,
July 14 2022 (2)General & Annual be
dates for next meetings

CARRIED.

There being no further General Business the Chairman thanked Members for their attendance and declared the meeting closed at ...7:40pm.

W.Gason
Chairman.

ALEXANDRA HALL
COMMUNITY ASSET COMMITTEE
ARARAT

MINUTES OF
ANNUAL MEETING HELD IN THE GUIDE HALL
AT 7:45PM THURSDAY 11 AUGUST 2021

WELCOME

Chairman Wayne Gason welcomed everyone present.

PRESENT:

H.Lockland, K.Leggett, C.Healy, J. & H Gunstone, R Cocu, W.Gason and ARC CEO Dr. T.Harrison.

APOLOGIES:

Michael Egan

C.Healy

That apologies be accepted.

K.Leggett

CARRIED

MINUTES OF LAST ANNUAL MEETING HELD 19/11/2020:

H.Lockland

That Minutes as circulated be taken as true and correct.

H.Gunstone

CARRIED

CHAIRMAN'S REPORT:

Chairman Wayne presented his report. Copy attached

H.Gunstone

That the Chairman be congratulated on the Report

R.Cocu

And it be received. CARRIED

TREASURER'S REPORT:

Treasurer presented the Balance Sheet, Statement of Income & Expenditure.

Special mention was made of the reduced income due to the COVID-19

Pandemic. Our income was \$5,022.51 (which includes a Council Grant of \$2,400.00) in actual fact our income was \$2,622.51 and therefore it is not mandatory for audited statements to be presented.

All relevant bank books, statements, receipt book etc are available for perusal by Committee members, Council Finance Department at any time they are required.

R.Cocu

That Treasurer's Reports be received, subject to Auditor's Certificates being received.

C. Healy

CARRIED

ELECTION OF COMMITTEE /OFFICE BEARERS:

There is no election of committee/ office bearers in 2021 as the present committee was elected for the usual term of two years in 2020.

Meeting closed at 8:00pm

Chairman

Wayne Gason

**ALEXANDER HALL
COMMUNITY ASSET COMMITTEE
ARARAT**

PRESIDENT'S REPORT 2021

I would like to start by thanking the Management team for their commitment to the Hall during the ongoing limitations and complications of the continuing pandemic situation. Our Hall retains its potential to be a great asset for our community.

Once again many groups and clubs were unable to use the Hall as they would have liked to because of restrictions placed on us all, but there have been some groups which were able to use it, such as the Debutante groups from the schools.

Keith Johnson and his team from the ARCC has taken care of maintenance around the Hall and grounds over this last year, which we really appreciate.

The matter of heating over winter has not been resolved, as usage has been minimal, but we would still like to find a solution to this. It is an issue that may be addressed when regular usage of the Hall returns.

I would like to thank Joy especially for her work over this last year, a lot of which is behind the scenes. The Ararat community is privileged to have herself and Henry so committed to managing this important asset of the town.

Meanwhile we remain in a good position financially to continue to maintain and run the Hall, for the enjoyment of the people of Ararat.

I hope that in the following 12 months we will be able to welcome back regular patronage of the Hall.

Wayne Gason
Chairperson

ALEXANDRA HALL -COMMUNITY ASSET COMMITTEE
<u>ARARAT</u>
COMPREHENSIVE INCOME STATEMENT 01/07/2020 TO 30/06/2021

	<u>Actual</u> 2020/2021	<u>Actual</u> 2019/2020
<u>Income</u>		
Hall Hire:Badminton Association	\$320.00	\$1,880.00
" Guides Hall	\$230.00	\$600.00
" Ararat Canine & Dog Obedience	\$180.00	\$595.00
" Ararat Table Tennis Association	\$40.00	<u>\$200.00</u>
" Ararat Trash & Treasure	\$0.00	\$625.00
Ararat Taikwondo	\$100.00	\$0.00
" Casual Hirings	\$770.00	\$760.00
Venue Hire bonds received	\$400.00	\$200.00
Bank Interest Operating Account	\$2.37	\$8.22
Bank Interest Investment/Term Deposit	\$580.14	\$627.53
Ararat Rural City- Grant	\$2,400.00	\$0.00
Other Income - Cleaning re-imburement	<u>\$0.00</u>	<u>\$182.60</u>
TOTAL INCOME (A)	<u>\$5,022.51</u>	<u>\$5,678.35</u>
<u>Expenditure:</u>		
Electricity - Main Hall	\$755.58	\$1,632.50
" Guides Hall	\$458.07	\$526.59
Cleaning Requirements	\$52.85	\$278.33
Office expenses (stationery, postage etc.)	\$73.65	\$37.96
Bond Refund	\$400.00	\$200.00
Cleaning user groups	\$0.00	\$150.00
Maintenance	\$0.00	\$10.50
Bank Fees	<u>\$0.00</u>	<u>\$0.00</u>
TOTAL EXPENDITURE (B)	<u>\$1,740.15</u>	<u>\$2,835.88</u>
SURPLUS (A MINUS B)	<u>\$3,282.36</u>	<u>\$2,842.47</u>
<u>BALANCE SHEET AS AT 30TH JUNE 2021</u>	<u>2020/21</u>	<u>2019/20</u>
<u>ASSETS</u>		
Cheque Account	\$10,985.44	\$8,283.28
Unpresent ed Cheque	\$0.00	\$0.00
Investment/Term Account	<u>\$43,843.19</u>	<u>\$43,263.05</u>
TOTAL ASSETS ©	<u>\$54,828.63</u>	<u>\$51,546.27</u>
Total Liabilities		
Amounts owing to others, Bonds etc.	\$0.00	\$0.00
<u>EQUITY (C MINUS D)</u>	<u>\$54,828.63</u>	<u>\$51,546.27</u>

Joy Gunstone

Joy Gunstone
HONORARY TREASURER
1/07/2021

Audit report

To the members of Alexandra Hall Committee of Management:

Report on the financial report

I have audited the accompanying financial report for the period 1 July 2020 to 30 June 2021 of the Alexandra Hall Committee of Management (the Committee) which comprises the comprehensive income statement and balance sheet as at 30 June 2021.

Committee's responsibility for the financial report

The committee is responsible for the preparation and the fair presentation of the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the Local Government Act.

The committee members are responsible for such internal control as the committee members determine is necessary to enable the presentation and fair representation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

My responsibility is to express an opinion on the financial report based on our audit, an audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the committee's preparation of the financial report in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion of the effectiveness of the committee's internal control. The audit also includes evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Audit's opinion

In my opinion the financial report present fairly, in all material respects, the financial position of the Alexandra Hall Committee of Management as at 30 June 2021 and of its financial performance for the period 1 July 2020 to 30 June 2021 in accordance with applicable Australian Accounting Standards, and the financial reporting requirement of the Local Government Act 1989.



13 September 2021

ALEXANDRA HALL
COMMUNITY ASSET COMMITTEE
ARARAT
MINUTES OF A MEETING HELD IN THE GUIDES
HALL AT 7:00pm 11/11/2021

WELCOME:

Chairman extended a welcome to members present especially Dr.Tim Harrison C.E.O of Ararat Rural City.

PRESENT:

R.Cocu, H.Gunstone, W.Gason, K.Leggett, H.Lockland,
C.Healy, J.Gunstone M.Egan & Dr.T.Harrison

APOLOGIES

MINUTES OF MEETING HELD 11/08/2021

R.Cocu	That Minutes of Meeting held
M.Egan	11/08/2021 be taken as true
	and correct. <u>CARRIED</u>

BUSINESS ARISING OUT OF MINUTES:

1. Heating for halls. - Chairman is liaising with K.Johnson @ Council
2. Roadside Base of Vic Roads signage, has been removed.
3. Barge Boards-Guide Hall – Works Depot are aware of problem.
4. Vents Outside Guide Hall - “ “ “ “ “ “
5. Old Toilet Block outside north end of complex will be demolished in the near future.

INWARDS CORRESPONDENCE:

1. From Origin Energy advising small change to their charges-advising we are on best rates for our facility.
2. From Ararat R.C advising of a further grant of \$2,400.00 to assist with operational or minor maintenance in 2021/2022.

OUTWARDS CORRESPONDENCE

1. To A.R.C. enclosing Minutes of last meeting held 11/08/2021
2. Grant Application Letter of Support for Ararat Suicide Prevention & Awareness Group.
3. Afternoon Badminton Group Letter of thanks for the concern of the members at the recent marking of the main hall floor.
4. Audit Report to 30 June 2021.

H.Lockland
K.Leggett

That Inwards Correspondence
be received and Outwards
Correspondence be approved.
CARRIED

TREASURER'S REPORT:INCOME AND EXPENDITURE 30/06/21 TO 11/11/2021

<u>INCOME.</u>		<u>EXPENDITURE</u>	
Hall Hire	\$1,225.00	Power-Guides	\$168.26
Bank Interest	48	Power-Main	\$520.93
A.R.C. Grant	<u>\$2,400.00</u>		
	<u>\$3,625.48</u>		<u>\$689.19</u>

BANK RECONCILIATION

Balance Carried Forward	\$10,985.44	
Plus Income	<u>\$3,625.48</u>	
	\$14,610.92	
Less Expenditure	<u>\$689.19</u>	
	\$13,921.73	
Bank Statement Balance		\$13,921.73

<u>Term Deposit Balance C/F</u>	\$43,843.19
<u>Interest Received 11/11/21</u>	<u>77.12</u>
	\$43,920.31

Total Investment

TOTAL FUNDS AVAILABLE \$57,842.04TERM DEPOSIT DUE 11/11/2021 (TODAY)

Total balance in Investment Account \$43,920.31

For Re-investment 0.30%pa is offered for a 7 months term.

Members were in agreement to re-invest.

R.Cocu

That we re-invest at 0.30% for

H.Gunstone

7months term with Bendigo Bank

CARRIED

Treasurer submitted receipts for cleaning \$15.50 post \$12.00 diary

\$6.20 Totalling \$33.70 and requested re-imburement.

C.Healy

H.Lockland

That the Treasurer's Report be
received subject to amendment of
Income total & reimbursement of
\$33.70 to TreasurerCARRIED

GENERAL BUSINESSFLOOR SANDING ETC.

Chairman Wayne made contact with Mr. Glen White who did the last floor preparation and seal. Mr. White is willing to carry out the re-seal with suitable time frame, during holiday period. A \$600.00 deposit required and he will take back any of the sealing liquids which are not used. He will possibly need a different finish on the floor of Guide Hall and will forward a quote when it has been inspected.

H.Gunstone

That Chairman liaise with

H.Lockland

G.White and both floors be re surfaced.

CARRIED

EXTERIOR INSPECTION FOLLOW UP.

With the latest "Lock Down" due to COVID, workmen have not had the opportunity to follow up on the items as listed at last meeting (Have listed some items from Chairman Wayne reported to our last meeting)

1. A number of the barge boards require work and or replacement.
2. Vents in the Guide Hall area have been smashed in requiring attention.
3. Guide Hall has received a damaged window pane which will require replacement, as well as graffiti on the other windows on the northern end.
- 4 Main Hall west end door (Stubbing Park side) has graffiti to be removed.
- 5...Main Hall windows require clean and cobweb removals.
Chairman Wayne and Rob Cocu volunteered to attend to same.
- 6...The door to Table Tennis room is not able to be opened with key, Hopefully not a major job - follow up with Council Depot workers.
- 7..Secretary reported on an inspection in the halls by Council rep. and two Telstra employees regarding the connecting of WIFI etc to the halls.

Dr.Tim Harrison advised the meeting there will be connections of this kind in 48 locations around Ararat in the future, which will be most appreciated by many users of the facilities when completed.

NEXT MEETING DATE February 10th 2022.

There being no further General Business the Chairman thanked members for their attendance and declared the meeting closed at 7:40PM.

Wayne Gason - Chairman

Attending – Dan J, Rich D, John M, Alison T, Katie S, Mark D, Tayla F, Mary B, Brett C, Rob A,

Apologies – Jodie S, Melinda D, Dr Tim H

Previous Minutes – (Moved – Mark Seconded – John)

- * Liquor Licence – Ongoing - Floor plan needing to be created by registered surveyor - Rich & Alison Floorplan is done. Rich will share it with Alison when it is given back to him, before it gets forwarded to Coast to Country.
- Ongoing
- * Functions & equipment – C&C oven needs repairing – Mark Contact in Ballarat not returning Mark's calls, to come and service it. Ongoing.
- * New cricket shed – It has started! Completion date to be advised. Rich Nearly finished. Just waiting for concrete to be finished.
- * C&C sign – Arrived? Alison Frame is here & ready to be put in, at a working bee. Liquid nails needed to attach the sign on, after frame is installed.
- * Restoration Group Dinner - Potentially be a Sunday arvo session, with pizza. Rich and Mark to discuss further.
- * Town Tank Painting – Owned by GWM. Is it structurally sound? Can we get it donated to us? Dan Waiting on an email reply from GWM.
- * Money safe – installed? Rich still in the pipeline, pending kitchen renovations.
- * Pavilion stock –extra debit bank cards for more committee members, rather than IGA account. Rich Ongoing
- * Excel spreadsheet for wider district messages nearly complete. Rich Nearly finished.
- * Pizza oven – ongoing payment. Katie Payments of \$833 (grain donations) \$960 (tin donations) given to Turk. \$1550 still owing, to be carried over to harvest 21/22 & a new message will be sent out. Best case scenario – we get extra funds and potentially have money to put towards the outdoor blinds. Fencing/guarding - Chasing up solid bricks. Mark Working bee (Friday arvo job) needed to get the bricks onto site. Mark & Rich to follow up.
- * Pavilion Extension – Council have been resent our costings for the next budget Council Awaiting plans to be passed in the next budget.
- * Council maintenance – Safety concerns for tree - Arborist report requested. Avenue trees trimmed? 15 to be cut down and replanted. New audit to happen in May. Katie Council Waiting for a reply, again, from Trevor. Ongoing.
- * Wifi - Installed and working? Katie Working and completed.
- * Future events - Monthly pizza night @the Pavilion – last Friday of every month. Starting May 28th. Potentially have it on June 25th.
- Trivia with a Twist – July 24th? \$10-20 ea. Tickets through Trybookings. Do we need to supply prizes? Rich Discuss in main minutes
- * C&C safety issues - Need to put something against the glass @ the landing. Follow up potentially getting something laser cut, in a coach image. Potentially get Council to pay for it, due to it being a safety issue. Rich & John to measure up on a Sunday afternoon.
- * Outdoor lights @ playground/tennis courts - Price & possibility for LED lights from Brad H Mark Ongoing
- * School Community Links - Potentially have little athletics, run on the oval, on a Friday night. Finishing by 5pm. Tayla Potentially Term 4 start. Ongoing.

Correspondence –

Website renewal (automatic)-\$369.60

Thank you letter sent to Daryl & Rebecca Potter, for donation of gravel

Treasures Report – (Moved – Rob)

- * \$30,047. approx in account – this includes the funds for the shed

Agenda Items

Trivia with a Twist	Sat, July 24 th Info circulated with numbers from excel spread sheet.	Katie & Rich
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	Tickets booked online. Participants to bring their own food. No allocated tables/seats, to encourage more socialising.	
Excel spread sheet	A few more numbers to collect and then it will be ready to be used.	Rich
Cleaning roster	New roster to be created and circulated	Katie
Working Bee	Installation of the frame for the new C&C sign.	Rich
Langi Ghiran Winery	Pricelist provided for us to purchase from them in boxes. Guide on prices per glass, to be comparative to them. Also sourcing new cost effective wine, with suggestions from Brooke.	Brett Rich
AGM	Potentially hold it earlier, on July 20 th . Katie to notify Council.	Katie

Meeting closed: 7:55pm

Next Meeting: July 20th, 2021 – AGM

18.08.2021

AGM Minutes – positions for 2021/2022

Chair – Dr Tim H

Open – 6:45pm

Welcome (Rich) - Few unfinished projects. Tricky last 18 months and disappointing we have had to forgo a lot of the social functions. Good financial position. Thanks for all of your support.

President – Alison T (Nominated by Rich). Elected

Secretary – Katie S (Nominated by Jodie). Elected

Treasurer – Rich D (Nominated by Katie). Elected

Committee Members:

Present - Mark D, Dan J, Jodie S, Mary B (on block – all re-elected)

Absent – Melinda D, Tayla F, Brett C, John M, (on block – all re-elected) Josiah P (new member)

Standing down – Rob A

Treasures Report (Passed – Alison. Seconded – Dan)

***Opening (Oct 2020)- \$15,140.00 Closing (Aug 2021) - \$22,151.60**

Closed – 7:00pm

BCSC General Meeting- 18/8/2021

Open – 7:00pm

Attending – Jodie S, Dan J, Rich D, Alison T, Katie S, Mark D, Mary B, Dr Tim H

Apologies – John M, Melinda D, Brett C, Tayla F, Josiah P

Previous Minutes – (Moved – Mark Seconded – John)

* Liquor Licence – Ongoing - Floorplan is done. Rich will share it with Alison when it is given back to him, before it gets forwarded to **Coast to Country**. **Rich & Alison** Drawing passed by Coast to Country. Will be visiting site Aug 19th to finalise things. Next stage is paperwork with Lindy Cuthbertson. Potentially need a planning permit from Council.

Tim/Jenny Thanks to be passed onto Al (for drawings) in the future. Ongoing

* New cricket shed – Finished. Just waiting for concrete to be finished. **Rich** **Coast to Country** have signed it off. Paperwork will be stored on Google Drive folder, which is accessible with our club Gmail login.

* Functions & equipment – C&C oven awaiting repairs – Mark Fixed. Awaiting invoice.

* C&C sign – Installed? **Alison** Ongoing. To be done at the next working bee.

* Restoration Group Dinner - Potentially be a Sunday arvo session, with pizza. **Rich** and Mark to discuss further. Ongoing

* Town Tank Painting – Owned by GWM. Waiting on an email reply from GWM. **Dan** Ongoing. No reply from GWM (Morris Green), so still continuing to follow up with a different person. **Tim/Jenny** to contact Mark Williamson to try to get a reply.

* Pavilion stock – extra debit bank cards for more committee members, rather than IGA account. **Rich** Ongoing. Mark to have a card.

* **Excel spreadsheet for wider district messages nearly complete.** **Rich** Done & has been in use.

* Pizza oven – Payments of \$833 (grain donations) \$960 (tin donations) given to Turk. \$1550 outstanding to be carried into 21/22 harvest. **Katie** Fencing/guarding - Chasing up solid bricks. Mark Ongoing. Brick layer potentially here Aug 19th.

* Pavilion Extension – Awaiting plans to be passed in the next budget. **Tim/Jenny** Money in the budget. \$250k approx. passed. More information to come. Potentially start October, 2021.

* Council maintenance – Safety concerns for tree - Waiting for a reply, yet again, from Trevor. Tree has been viewed & is going to be removed. Request to be put in for timber to be cut into foot blocks & left for the community to use. Arborist report requested. Avenue trees trimmed? 15 to be cut down and replanted. Original Arborist report (by

Arbour Safe) didn't have the same number of trees to be removed, as where we are currently at. Request for community consultation with us before removal of so many avenue trees. **Katie Tim/Jenny/Trevor**

* Future events - Monthly pizza night @the Pavilion – last Friday of every month. Starting June 25th. Potentially start again in Aug, 2021. Will need to know numbers. Potentially have a 'pre-purchased price' & 'at the door price' to encourage more support with RSVP.

-Trivia with a Twist – July 24th. \$10-20 ea. Tickets through TryBookings. Info circulated with numbers from excel spread sheet. **Rich** to be rescheduled. Date to be decided.

* C&C safety issues – Laser cutting cover for glass @ the landing. Potentially get Council to pay for it, due to it being a safety issue. **Rich** Committee to cost up what we would like and present at next meeting.

* Outdoor lights @ playground/tennis courts – Ongoing. Price & possibility for LED lights from Brad H Mark To be tied in with the new extension.

* School Community Links – Potentially a Term 4 start, to have little athletics, run on the oval, on a Friday night.

Finishing by 5pm. Tayla Ongoing

*New cleaning roster To continue.

*Wine- Langi Ghiran potentially providing wine at discounted price, and providing guide for glass prices. Also sourcing new cost effective wine, with suggestions from Brooke. **Brett & Rich** Ongoing.

Correspondence –

Insurance – Buildings are covered by council. Club have public liability & currently cover insurance for mowers.

Treasures Report – (Moved – Jodie)

* \$22,151.60. approx in account

Agenda Items

Title	Discussion	Who is following up
Noticeboard keys	Additional keys to be re-cut, as they don't fit the locks.	Katie
Insurance for mowers	Council could potentially cover the mowers.	Tim/Jenny
Keys	Master key cutting authorisation to be swapped from Damien Ferrari to Alison Tonkin.	Rich
Tennis Affiliation	\$423.50 annual invoice for Tennis Victoria to be paid by BCSC.	Rich / Katie
Cricket merger	to be discussed at the next meeting.	
<i>Ride to Remember</i>	Feb, 2022. We have been contacted by Shaun Allan, as they are potentially looking at holding a morning tea at BCSC, with support from the Primary School.	Rich & Tayla to have a follow up meeting.
Djab Wurrung people	- have an acknowledgement / welcome to country at the beginning of each meeting. - Potentially also have something on the noticeboard.	Alison Mary
Rich	thanks for all of his hard work. Lots of dedication and extra hours.	
Committee thanks	it has been an interesting 12months but everyone is doing well. Thanks for ongoing support	

Meeting closed 8:00pm

Attending – Jodie S, Dan J, Rich D, Alison T, Katie S, Mark D, Brett C, John M, Melinda D,
Apologies – Dr Tim H, Mary B, Tayla F, Josiah P

Correspondence –

Council – Annual payment of \$4400 deposited into our account, to assist with maintenance.

Treasures Report – (Moved – Rich. Seconded - Brett)

* \$21,304 approx in account. Minimal income on drinks, due to lockdowns

Previous Minutes – (Moved – Mark Seconded – John)

- * Liquor Licence – Ongoing. Drawing passed by Coast to Country. Will be visiting site Aug 19th to finalise things. Next stage is paperwork with Lindy Cuthbertson. Potentially need a planning permit from Council. Thanks to be passed onto Al (for drawings) in the future. Rich & Alison Coast to Country have been. Red line has been found for the Pavilion. Rich is chasing up a specific pin number, to enable us to create an online account. Additional letter from council needed that stipulates that we don't need building/planning permit.
- * C&C sign – Ongoing. To be done at the next working bee. Alison Ongoing. Payment has been made. Dan to follow up reimbursement.
- * Town Tank Painting – Ongoing. Email reply from GWM? Dan Contact has been made and we are waiting for further information from them, as to if we can go ahead or not.
- * Pavilion stock – Ongoing. Mark to have a card. Rich Ongoing. Alison to also have a card. Rich
- * Pizza oven fencing/guarding - Ongoing. Brick layer potentially here Aug 19th. Mark Ongoing. Potentially starting soon. Bricks to go to the roof, oven will move forward and the flue will go through the roof.
- * Pavilion Extension – Money in the budget. \$250k approx. passed. More information to come. Potentially start October, 2021. Tim/Jenny Alison has been speaking to Council. Original drafter is unable to continue on the project and Council is sourcing someone new. When they have someone, they hope to visit the site and look over the current drawings.
- * Council maintenance – Tree has been viewed & is going to be removed. Request to be put in for timber to be cut into foot blocks & left for the community to use. Katie Email sent to Trevor twice and still no reply. Request for community consultation with us before removal of so many avenue trees. Katie Tim/Jenny/Trevor
- * Future events - Monthly pizza night @the Pavilion – last Friday of every month. Potentially start again in Aug, 2021. Will need to know numbers. Potentially have a 'pre-purchased price' & 'at the door price' to encourage more support with RSVP. To be put on hold until restrictions have eased. Ongoing.
- * C&C safety issues – Laser cutting cover for glass @ the landing. Potentially get Council to pay for it, due to it being a safety issue. Mark has someone who is able to laser cut some steel. Ongoing.
- * School Community Links – Potentially a Term 4 start, to have little athletics, run on the oval, on a Friday night. Finishing by 5pm. Tayla Postponed.
- * Wine- Ongoing. Langi Ghiran potentially providing wine at discounted price, and providing guide for glass prices. Brett & Rich ABN needed for account to enable discount. Damien has said we can pay at pick up. Ongoing. Brett
- * Noticeboard keys – Additional keys don't fit. Katie Lardners can't cut the keys for us. Will see if Lardners can provide a new lock with multiple keys. Katie
- * Keys - Master key cutting authorisation to be swapped from Damien Ferrari to Alison Tonkin. Rich Ongoing.
- * Tennis Affiliation - \$423.50 annual invoice for Tennis Victoria to be paid by BCSC. Rich / Katie
- * Ride to Remember - Feb, 2022. We have been contacted by Shaun Allan, as they are potentially looking at holding a morning tea at BCSC, with support from the Primary School. Rich & Tayla to have a follow up meeting. Ongoing.
- * Djab Wurrung people - have an acknowledgement / welcome to country at the beginning of each meeting. Alison Potentially also have something on the noticeboard. Mary Mary to check over, to ensure it is appropriate.

Agenda Items

Title	Discussion	Who is following up
Council maintenance	Request for town and Sports Centre area to be mowed	Tim/Jenny/Trevor
Tennis	Due to start November, pending Vic Gov guidelines	
Pacific Hydro Grant	Application made for outdoor blinds. 5 blinds were quoted around the \$9300 mark.	
Pavilion QR Code	Need a new one created	Katie
Committee Council Paperwork	To be done and returned to Council	
Sheep Drive	To be held Sunday, November 21 st . Flyer letting people know it is coming, needs to be circulated.	Katie
Cricket	Starting potentially mid-November	
Shed Tank	Potentially have a tank installed to avoid kids coming over and being behind the bar. Needs to be the same colour as the shed.	Rich to get a price / donation
Shed Shelving	To be purchased & put in, allowing space for mower etc.	
Merger	No merger to happen this year. Moved to next year. Discussions needs to happen around March 2022	
Oval	Needs to be sprayed. Rich to contact Ash	Rich
Mounties Footy Club	Footy Club to be invited to use our facilities for presentations etc. -use the facilities for free, drinks at bar prices & clean on the way out.	Brett
Big Shed Doors	New rollers needed to put doors back up	Rich
Red Mower	Beaufort Golf Club to potentially buy it back again. Potentially lease it to them and then an offer will be put on the table for consideration.	Brett & Rich

Meeting closed 8:15pm

Next meeting – Tues, Nov 9th @ 6:30pm

Working Bee Jobs

*Bucket of gravel to be places at the cricket shed

* Clean under C&C

*Mowing/spraying/weeding etc.

* Clean out big shed

Community Date to be mindful of...

Nov 7th – Ararat Cup

Future points to discuss...

*March 2022 - Cricket club merger

Attending – Dan J, Rich D, Alison T, Katie S, Brett C, John M, Tayla F, Josiah P, Mary B, Mark D

Apologies – Dr Tim H, Jodie S, Melinda D

Correspondence –

- * Amended Liquor Licence (change to noise levels) sent through & is to be displayed.

Treasures Report – (Moved – Rich. Seconded – Dan)

- * \$20,000 approx in account. Few expenses – oven repair, shed rollers, additional keys.

Previous Minutes – (Moved – Brett Seconded – Tayla)

- * Liquor Licence – Coast to Country have been. Red line has been found for the Pavilion. Rich is chasing up a specific pin number, to enable us to create an online account. Additional letter from council needed that stipulates that we don't need building/planning permit. Rich & Alison Rich in conversations with VCGLR to set up an account. Signs will need to be up to let the community know about the change, for 3 months, for their feedback. Ongoing
- * C&C sign – Reimbursement? Dan Ongoing
- * Town Tank Painting – Ongoing. Dan Ongoing. Waiting to hear back from GWM
- * Pavilion stock – Ongoing. Mark & Alison to have a card. Rich Paperwork to be filled out & submitted.
- * Pizza oven fencing/guarding - Ongoing. Mark Ongoing
- * Pavilion Extension – Alison has been speaking to Council. Original drafter is unable to continue on the project and Council is sourcing someone new. When they have someone, they hope to visit the site and look over the current drawings. Alison Tim/Jenny Ongoing. Alison to follow up about event in April which isn't to be disrupted with the renovations.
- * Council maintenance – Tree @ tennis court has been removed. Request for community consultation with us before removal of so many avenue trees. Katie Tim/Jenny/Trevor Ongoing.
- * C&C safety issues – Laser cutting cover for glass @ the landing. Mark Mitch is to be provided an image to design the screen off. Ongoing
- * Langi Ghiran Wine- Damien has said we can pay at pick up. Ongoing. Brett Ongoing
- * Noticeboard keys – Can Lardners provide a new lock with multiple keys? Katie Ongoing
- * Keys - Master key cutting authorisation to be swapped from Damien Ferrari to Alison Tonkin. Rich. Done
- * Ride to Remember - Feb, 2022. We have been contacted by Shaun Allan, as they are potentially looking at holding a morning tea at BCSC, with support from the Primary School. Rich & Tayla to have a follow up meeting. Ongoing.
- * Council Maintenance - Request for town and Sports Centre area to be mowed Tim/Jenny/Trevor Some mowing has started. Alison to find out how often we can expect them to come out & what level of responsibility they/we have. Concerns have been mentioned about space between tennis court & creek, due to snakes. Ongoing
- * Pacific Hydro Grant - Application made for outdoor blinds. 5 blinds were quoted around the \$9300 mark. Katie Order has been put in. Date to be confirmed for installation.
- * Cricket – to start mid-November. No merger to happen this year. Oval to be sprayed by Ash. Oval needs a lot of work before it can be played on. Brett Mark
- * Cricket Shed Shelving & Tank- Shelves purchased & put in, allowing space for mower etc. Ongoing Potentially have a tank installed to avoid kids coming over and being behind the bar. Same colour as the shed. John price / donation. Tank has been purchased and will be installed.
- * Mounties Footy Club - Footy Club to be invited to use our facilities for presentations etc. Use the facilities for free, drinks at bar prices & clean on the way out. Brett Event was a success & wishes to be held here in future.
- * Big Shed Doors - New rollers needed to put doors back up Rich Have been purchased and will be installed at the next working bee.
- * Red Mower - Beaufort Golf Club to potentially buy it back again. Potentially lease it to them and then an offer will be put on the table for consideration. Brett & Rich Still discussing price. Purchase paperwork needed to confirm original price it was purchased for. Ongoing.

* Sheep Drive - To be held Sunday, November 21st. Flyer has been circulated. Flyers to go into newspapers. Tayla to put a copy into the school newsletter. Copy for the pavilion, noticeboard & Grarey. Sheep are booked in at the abs.

Agenda Items

Title	Discussion	Who is following up
Eurambeem proposal	Points of discussion... *amount of work *conflict on community facilities & their use *connection to Kate G Committee have decided to decline the offer at this point in time.	Katie to draft response
Sheep Drive	*Account to be created/restarted at Beaufort Butcher. -Mark to order meat. Alison to pick up on Friday, Nov 19 th -Rich to pick up bread, onions & sauce. -Katie to send out flyer on Wednesday, as a reminder.	
Working Bee	Sunday, 21 st . From 3pm, before Sheep Drive	
Christmas Party	December, Sunday 19 th . Pat has retired, so we need a new Santa.	
School Concert	Thurs, Dec 2 nd . Using the Pavilion.	
Cobb & Co stable floor	Get a quote for Perspex to cover stable floor.	
Community letter	Letter to be drafted to be sent to businesses/community groups in Ararat about utilising the C&C.	Jodie
Bar snacks	Prices for small packets of chips/pork crackle/nuts etc. Snacks currently from freezers to be used	
Rubbish near big shed	Pile needs to be burnt. To be done before fire restrictions.	

Meeting closed 8:20pm

Next meeting – Tues, Dec 7th @ 6:30pm

Working Bee Jobs

- *Bucket of gravel to be placed at the cricket shed
- *Mowing/spraying/weeding etc.
- * Clean under C&C
- * Clean out big shed

Community Dates to be mindful of...

- *Christmas Party – Dec 19th.

Future points to discuss...

- * Monthly pizza night @the Pavilion - To be put on hold until restrictions have eased.
- * **March 2022 - Cricket club merger**
- * Chops (Ash) to spray oval in winter, 2022
- * C&C Floor – perspex floor & Heritage Vic link.

*Welcome to country



MEETING MINUTES

Committee of Management: Elmhurst Public Hall Community Asset Committee

Date of Meeting: Wednesday 26th May 2021

Time of Meeting: 7.40pm

Venue: Elmhurst Public Hall, High Street, Elmhurst

Chairperson:	Margaret Rivett (MR)
Minute taker:	Janine Curtis (JC)
Present:	Shirley Lockhart (SL), John Rivett (JR), Janine Curtis (JC), Jean Penna (JP), Russell Preston (RP), Christine Preston (CP), Donald Milne (DM), Margaret Rivett (MR)
Apologies:	Alan Peacock (AP), Dr Tim Harrison (Chief Executive Officer, Ararat Rural City Council)

Confirmation of quorum: Yes**Confirmation of Minutes of Previous Meeting:**

Moved SL, Seconded DM, that the minutes of the previous meeting on Wednesday the 10th of February 2021 be received and adopted.

CARRIED

Item: Business Arising Out of the Previous Meeting			
Discussion – List Business	Action Items	Responsible	Due
? netting required back fence	Completed at working bee 13/03/2021		Complete
Weeds back yard	Sprayed by JR and will be monitored and resprayed as required by ARCC staff	ARCC staff and JR	Ongoing
Leaking shed	Not attended to as yet	JR	Ongoing
Electricity Bill	Paid for by ARCC		Complete
Plants for front garden	MR hoping to purchase in the next 2 weeks	MR	30/6/2021
Old Island Bench Kitchen	Sold to Lexton Hall for \$200 – Thanks SL!		Complete
Vacuum Cleaner	MR has some quotes, to discuss in General Business	MR	11/8/2021

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

Handover of Keys	Has taken place. 3 keys only to the front door of the hall now available. President MR, Booking Officer CP and ARCC have 1 key each		Complete
Spider Webs	Have been sprayed by Brian Clancy		Complete
Septic system plans	Have been supplied by Jenny Woolcock (ARCC). To be discussed further in General Business		Ongoing

Disclosure of any pecuniary interest or conflict of interest of any member - Nil

Correspondence

Item: Correspondence – Inwards/Outwards			
Discussion – List Correspondence In	Action Items	Responsible	Due
IN - Emails from Jenny Woolcock (Ararat Rural City Council) with a plan of the new septic system	To be discussed in General Business		
-Email from Melanie Roberts (Ararat Rural City Council) informing us that the set up of the free WiFi and screen. Please note that there was evidence of an animal eg cat or possum that has been walking over the equipment and it may need covering	To be discussed in General Business		
-Letter from resident Sally McDonald with suggestions for ways that we can utilise the hall more effectively	To be discussed in General Business		
OUT – Email to Jenny Woolcock (Ararat Rural City Council) querying the type of septic system that the Elmhurst Hall now has installed			

Moved RP

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Seconded JR

That correspondence be received

Treasurer's Report

The Treasurer's Report includes receipts and expenditure of the period just passed and shows the balance in hand. Attach the Treasurers report. The Treasurer moves for the adoption of the report.

Item: Treasurer's Report			
Discussion	Action Items	Responsible	Due
The treasurer reported a balance of \$17,023.37	Note that this report includes 2 water and 2 electricity bills		

Mover SL

Seconded DM

That the Treasurers Report be adopted.

CARRIED

Adjourned Business

Nil

Item: Adjourned Business			
Discussion	Action Items	Responsible	Due

Sub-committee/Working Group reports (if any) Nil

Item: Sub-Committee/Working Group Reports			
Sub-Committee & Discussion	Action Items	Responsible	Due

Agenda Items

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Item: Agenda Items <ol style="list-style-type: none"> Maintenance Undertaken (standing Agenda item) Facility Good Governance implementation (standing Agenda item) 			
Discussion	Action Items	Responsible	Due

General Business

Item: General Business			
Discussion	Action Items	Responsible	Due
Possible resurfacing of the Hall floor	Moved JR, seconded RP, that we get the floor sanded and repolished. All present in favour. JP and MR to get quotations to discuss.	MR and JP	11/8/2021
DM suggested that the plans for the Septic system for the hall be put in a folder along with other relevant information pertaining to the hall eg switchboard, gas bottles, emergency contacts etc	All present agreed that this would be a very useful tool for committee members and hall hirers. JC to organise a folder for this. DM to then compile useful documents.	DM and JC	11/8/2021
Possums in hall. ARCC have already relocated 5 possums but think there may be more, still attempting to catch and relocate prior to sealing up any access points.	Will need to clean and cover audio visual equipment and monitor situation.		
Letter from Sally McDonald regarding possible opportunities for community use of the hall, including building of a pizza oven by community members.	After general discussion the committee decided to invite Sally and other interested community members to come and discuss these issues in person at our next meeting. It was also suggested to invite the President of the Elmhurst Community Development group to attend. If Sally is eager to have a meeting earlier this could be arranged, otherwise we could incorporate this item into the next general meeting. JC to reply to Sally.	JC	9/8/2021
Vacuum Cleaner quotes	MR has several quotes for industrial style vacuum cleaners. After discussion Moved JP, seconded RP, that we purchase K'Archer Wet and Dry vacuum cleaner from Harvey Norman for \$299. All present in favour. MR to purchase.	MR	11/08/2021

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Change of phone number for Christine Preston (CP) – person in charge of Hall hiring. New phone number is 0428 941 834.	JC to organise a notice for the notice board at the post office. CP has already organised a change of number for the local phone directory being updated shortly	JC	11/08/2021
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Meeting closed: 8:40pm

Next meeting

Date: Wednesday the 11th of August 2021

Time: 7.30pm

Venue: Elmhurst Public Hall, High Street Elmhurst

Forward meeting date:

Wednesday 10th November 2021

AGM date TBA

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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ELMHURST MECHANICS INSTITUTE

FINANCIAL STATEMENT FROM **10th FEBRUARY 2021 TO 26th MAY 2021**

INCOME

Balance C/F	\$ 16,822.96
Int	.41
Sales of island bench	200.00

TOTAL	\$17,023.37
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EXPENSES

Power	\$386.56
Water	14.38
Mait. (cement, fence clips	21.00
Wimmera Bugs P/L	396.00
Bal. 10/5/2021	\$16,205.43

TOTAL	\$17.023.37
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ELMHURST MECHANICS INSTITUTE

FINANCIAL STATEMENT FROM **10th FEBRUARY 2021 TO 26th MAY 2021**

INCOME

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Mait. (cement, fence clips	21.00
Wimmera Bugs P/L	396.00
Bal. 10/5/2021	\$16,205.43

TOTAL	\$17.023.37
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MEETING MINUTES

Committee of Management: Elmhurst Public Hall Community Asset Committee

Date of Meeting: Wednesday 24th November 2021

Time of Meeting: 7.35pm

Venue: Elmhurst Public Hall, High Street, Elmhurst

Chairperson:	Margaret Rivett (MR)
Minute taker:	Janine Curtis (JC)
Present:	Shirley Lockhart (SL), John Rivett (JR), Janine Curtis (JC), Jean Penna (JP), Alan Peacock (AP), Christine Preston (CP), Donald Milne (DM), Margaret Rivett (MR)
Apologies:	Dr Tim Harrison (Chief Executive Officer, Ararat Rural City Council), Russell Preston (RP)

Confirmation of quorum: Yes**Confirmation of Minutes of Previous Meeting:**

Moved CP, Seconded DM, that the minutes of the previous meeting on Wednesday the 26th of May 2021 be received and adopted, with amendments that the kitchen bench was sold to Adelaide Lead Hall (not Lexton hall as documented), and that John Rivett and Shirley Lockhart were organising Ross Tuckerman to look at replacement of the laser light at the rear of the hall and that Marg Rivett suggested that we wait until the issues with the possums was resolved before having it fixed.

CARRIED

Item: Business Arising Out of the Previous Meeting			
Discussion – List Business	Action Items	Responsible	Due
Leaking Shed	Still to be properly investigated	JR	Ongoing
Plants for the front garden	Have been planted and look great. Thanks Marg. Camellia planned for directly in front of the toilet block not planted as no soil to plant into (rubble from building works used as fill in that spot). Marg has taken that plant and will redirect money paid for it to use for mower fuel.		Complete
Vacuum cleaner	Purchased		Complete
Letter from Sally McDonald	JC wrote to Sally inviting her and any interested persons to the next hall meeting to discuss her proposal of		Complete

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Resurfacing of the hall floor	<p>building a pizza oven at the hall. Reply from Sally was that she didn't really have enough support currently to go ahead. I suggested that Sally could approach the committee at any time there was renewed interest in this project</p> <p>3 quotes were obtained</p> <ul style="list-style-type: none"> Timeless Timber Floors Ballarat \$5456 True Blue Floors Dunolly \$9460 Top Gun flooring Ararat \$5425 <p>Committee members involved decided to go with Top Gun Flooring Ararat SL and MR put in for a grant from Pacific Hydro for \$5425 and SL has received a verbal confirmation of success in the application</p>		When grant money available
List of concerns re hall upgrade.	<p>MR gave Dr Tim Harrison a list of the concerns the committee had regarding the new building works. These have to the most part been attended to. These include:</p> <ul style="list-style-type: none"> Safety strip has been placed in middle of the toilet door Frosting has been completed on the windows in the toilets Possum issue has been fixed Ceiling in the kitchen has been painted Painting has been attended to where required All abilities toilet has a pull handle The colour bond sheet that had "popped out" at rear of toilets has been fixed Excess cement on pillar at front has been cleaned off Rubbish bins cannot be found, will need to be replaced Master key locks cleaning room door The rusty roof of the porch has not been addressed but was not in the original works proposed <p>MR has received a phone call from Alex Pickett at ARCC and he has "signed off" on toilet building works after consulting with her that all concerns had been addressed</p>		Complete
Possum issues	Has been fixed		Complete

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Lock on the shed	CP has purchased a padlock from Lardners in Ararat which has only 2 keys which cannot be copied. She and JR have the keys		Complete
Laser light on the back of the hall	Ross Tuckerman has replaced. No bill received as yet.		Complete
Notices re CP's new phone number for hall hiring	JC has made these and will display this week at the post office and at hall	JC	26/11/21
Folder for hall documents eg plan of septic	JC to put together and give to DM to organise to keep in the hall	JC	15/12/21

Disclosure of any pecuniary interest or conflict of interest of any member - Nil

Correspondence

Item: Correspondence – Inwards/Outwards			
Discussion – List Correspondence In	Action Items	Responsible	Due
IN - Emails from Jenny Woolcock(ARCC) regarding list of defects and arrangements for Remembrance Day -Email from Sally Macdonald regarding proposed pizza oven at the hall -Remittance advice from ARCC advising of the maintenance grant of \$2400 -Verbal advice from Pacific Hydro that the Elmhurst Hall was successful in their grant application for the resurfacing of the hall floor -Thank you for the bereavement card for Lindsay Johnson who was involved in the building of the new section of the hall	Nil required		
OUT – Emails x 2 to Sally McDonald regarding proposed pizza oven -Pacific Hydro application for floor resurfacing -Bereavement card for the family of Lindsay Johnson	Nil required		

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Moved SL
Seconded DM

That correspondence be received

Treasurer's Report

The Treasurer's Report includes receipts and expenditure of the period just passed and shows the balance in hand. Attach the Treasurers report. The Treasurer moves for the adoption of the report.

Item: Treasurer's Report			
Discussion	Action Items	Responsible	Due
The treasurer reported a balance of \$18606.38	Note that this report includes 2 water and 2 electricity bills (both minimal due to limited hall hire mostly due to the pandemic) Includes new vacuum cleaner Maintenance grant \$2400 included		
SL requested Petty Cash in the amount of \$100	Moved AP, seconded JR that SL receive \$100 petty cash. Carried		

Mover SL
Seconded DM

That the Treasurers Report be adopted.

CARRIED

Adjourned Business

Nil

Item: Adjourned Business			
Discussion	Action Items	Responsible	Due

Sub-committee/Working Group reports (if any) Nil

Item: Sub-Committee/Working Group Reports			
Sub-Committee & Discussion	Action Items	Responsible	Due

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Agenda Items

Item: Agenda Items 1. Maintenance Undertaken (standing Agenda item) 2. Facility Good Governance implementation (standing Agenda item) 3.			
Discussion	Action Items	Responsible	Due

General Business

Item: General Business			
Discussion	Action Items	Responsible	Due
Hall kitchen needs to be organised and items returned from storage in the shed	Working bee arranged for Saturday 15 th January at 9am to reorganise kitchen Once completed it can be organised what else we need to make the kitchen work well and what other storage may be required (?may need to get the original kitchen company to come and see what can be achieved)	All	15/1/22
Lesson to learn how to use the stove	SL to make contact with Matthew where stove was purchased to see if we can still have a lesson on how to use the stove	SL	15/1/22
Hall booking for State Election	Hall booked for 22/11/22		
JP asked about using a generator at the hall in an emergency	Power point has been organised on the west end of the hall for this purpose. Committee members discussed that if this occurred then the ARCC or emergency services would most probably provide the generator		
JC reminded all on the committee that she would be retiring from her role as Secretary and from the committee at the AGM	Members to actively recruit for the committee and to consider taking on the role	All	15/12/21
Wheels need replacing on the trestle trolley	Moved JR, seconded DM that JR purchases and replaces new wheels	JR	15/12/21

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Fence on west side of hall needs netting to reduce rabbits	JR has materials. To be completed at the working bee	JR	15/1/22
Trees for front of hall	JR has organised with ARCC to plant Red Maples at the front of the hall	JR	When weather is appropriate

Meeting closed: 8:35pm

Next meeting

Date: Wednesday the 9th of February 2022

Time: 7.30pm

Venue: Elmhurst Public Hall, High Street Elmhurst

Forward meeting date:

AGM Wednesday 15th December 2021 at 7.30pm

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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ELMHURST MECHANICS INSTITUTE

FINANCIAL STATEMENT FROM **26th MAY 2021 to 24th NOVEMBER 2021**

INCOME

Balance C/F	\$ 16,205.43
Int	.95
Maint Grant	2400.00

EXPENSES

Power (2 Quarters)	\$274.48
Water (2 quarters)	10.72
Elgas Bottle rental	79.20
Plants	100.00
Padlock for shed	119.95
New vacuum cleaner	265.00
Cleaning products	49.00
Bal. 24/11/2021	\$17708.03

<u>TOTAL</u>	\$18606.38
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<u>TOTAL</u>	\$18606.38
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Ararat Rural City

AGM MINUTES

Annual General Meeting of the Elmhurst Public Hall Community Asset Committee

Date: Wednesday the 15th of December 2021

Time: 7:30pm

Venue: Elmhurst Public Hall

Chairperson:	Margaret Rivett
Minute taker:	Janine Curtis
Present:	Margaret Rivett(MR), Shirley Lockhart(SL), Christine Preston(CP), Russell Preston(RP), John Rivett(JR), Alan Peacock(AP), Janine Curtis (JC), Donald Milne (DM), Dr Tim Harrison – CEO Ararat Rural City Council, Councillor Peter Beales – Ararat Rural City Council, Elise Tucker (ET)
Apologies:	Jean Penna (JP)

Confirmation of quorum: Yes

A quorum at any committee meeting shall be a majority of members of the committee. No business shall be conducted by the committee unless a quorum exists.

1. Welcome: Margaret Rivett

2. Confirmation of the Minutes of last Annual General Meeting:

Moved Shirley Lockhart (SL), Seconded Russell Preston (RP)

That the minutes of the previous Annual General Meeting (16/12/2020) be received and adopted.

CARRIED

4. Annual Management Report: Presented by Margaret Rivett

Chairperson's/President's Report

Attached

In addition to her report, MR would also like to acknowledge the support of Councillor Peter Beales and Dr Tim Harrison, as well as all of the staff of Ararat Rural City Council, for their ongoing and unwavering support of both our committee and our community.

User Groups

No report

Injuries and Accidents Report

Nil to report

Maintenance Undertaken for Financial Year

Following on from the refurbishment of the toilet block and kitchen last year, this year has been a lot quieter. The concerns that we have had with the new building works have been addressed, and we are now in the position to add our own touches to the redevelopment works. We have recently been successful in obtaining some grant money from Pacific Hydro to polish the hall floorboards, and we are also keen to add some ovens and more storage cupboards into the kitchen.

Evaluation of Operations

As per President's report

Moved DM, seconded CP

That the Chairpersons/Presidents report be received and adopted.

CARRIED

5. Annual Financial Report: Presented by Shirley Lockhart

Incorporation and Insurance Details:		
Incorporation (if held):	Rescinded	
ABN (if held):	32 525 140 454	
Policy Type	Insurer and Policy Number	Policy Coverage Amount
Contents Insurance:		\$
Financial Information:		
What is your typical annual turnover: ie. Total income and total expenses for a year. Please complete the following table		
Financial Statement: Please refer to attached financial statement		
For end of financial year: August 31 st 2021		
Income	\$ Amount	
Trading Receipts (sales, merchandise, etc)		
Memberships/fees/subscriptions for members		
Fundraising receipts		
Grants (Government/Corporate)		

	Donations	
	Sponsorships	
	Bank Interest Received	
	Gate Takings	
	Other income (specify)	
Total Income (A)		\$
Expenditure		
	Trading costs (eg. Bar stock, merchandise, etc)	
	Rent/hire (hall, meeting room, equipment, etc)	
	Water, rates, gas, electricity, insurance, etc	
	Salaries and Wages	
	Superannuation	
	Workcare	
	Office expenses (stationery, postage, phone, etc)	
	Fundraising costs	
	Bank fees and charges	
	Provision for Capital/Asset replacement (eg. Buildings, facilities, courts, etc)	
	Other (specify)	
Total Expenditure (B)		\$
Surplus (A-B)		\$

What was your current Asset balance at _____ (insert end of year date): Please complete the following table	
Assets	\$ Amount
Cash in hand or in the bank	
Value of the Stock on Hand	
Amounts owed to debtors	
Property, equipment, furnishings	
Investments (eg. Term deposits)	
Investment for Asset Replacement	
Other (specify)	
Total Assets (C)	\$
Liabilities	
Amounts owing to others (Creditors)	
Loans (outstanding balance)	
Provision for Asset Replacement	
Other (specify)	
Total Liabilities (D)	\$
Equity (C-D)	\$

- COVID – 19 restrictions have contributed to minimal hall hire
- The maintenance grant from the council has been gratefully received.

Moved Shirley Lockhart, Seconded John Rivett
That the Treasurer's Report be received and adopted.

CARRIED

6. Proposed Activities and Budget for the Upcoming Year

Activities Proposed for the Upcoming Year

This will include any proposed maintenance or projects the committee would like to undertake over the next 12 months at the facility.

Grant funds have been successfully applied for from Pacific Hydro and will be going towards the restoration/polishing of the wooden floor surface in the hall

More ovens, a larger dishwasher and more storage space are planned to increase the functionality of the hall kitchen

Organise a community event to celebrate the redevelopment works

How will the Committee fund any of the proposed works?

Grant applications and saved funds

Proposed Budget for next 12 months

Dependent on works undertaken

7. Election of new Committee

CEO Dr Tim Harrison kindly offered to take the chair for the election proceedings and declared all positions vacant. He thanked the outgoing Committee members for all of their hard work in such difficult times, and then called for nominations for the following positions:

Chairperson/President: Margaret Rivett		
	Nominated :Christine Preston	Seconded: Donald Milne
Vice Chairperson/President: Donald Milne		
	Nominated: Janine Curtis	Seconded: Russell Preston
Secretary: Nil nominations received		
	Nominated:	Seconded:
Treasurer: Shirley Lockhart		
	Nominated: Donald Milne	Seconded: Alan Peacock
Risk Officer: Not required at this time		
	Nominated:	Seconded:
General Committee Members:		
John Rivett		
Alan Peacock		
Russell Preston		
Christine Preston		

Jean Penna

Elise Tucker

- Janine Curtis has resigned from the committee and was presented with a rose bush and a card of appreciation by President Margaret Rivett. She expressed her sincere thanks to the committee members past and present for their friendship, support and contributions over this time, as well as to Jenny Woolcock, Dr Tim Harrison, Councillor Peter Beales and all staff at the Ararat Rural City Council for their support over the past 20 years.
- The position of secretary remains unfilled at this time. Current committee members will need to actively recruit a secretary prior to the next meeting.
- The committee welcomes new member Elise Tucker. Terri Rogers has also expressed interest in joining the committee but was not present this evening to confirm this.

8. Special business (if applicable)

Nil

9. Meeting Dates for the Next 12 Mon

Wednesday 9th February 2022 at 7.30pm

Wednesday 11th May 2022 at 7.30pm

Wednesday 10th August 2022 at 7.30 pm

Wednesday 9th November 2022 at 7.30pm

AGM TBA

10. AGM closed at: 7:55pm

The meeting was followed by a lovely supper provided by the members of the committee.

Presidents Report

15.12.2021

As we come to the end of another year, may I say many thanks to the following people. Christine, Shirley & Janine for their tireless duties as booking office, treasurer & secretary. Also to those members who keep the grass mown and general maintenance around the hall, many thanks. To the Ararat Rural City Council for their incredibly generous funding of our new toilet facilities, and also to the council reps for their tireless work in addressing all the problems we had with vermin in the hall and some issues with the new toilets. A huge thank you to all these people.

Due to covid this year, we only managed to have one public event. Hopefully when all the remaining issues have been addressed, namely, ovens and cupboards in the kitchen and the floor polished, we will be open to the public and be able to host many public functions. It is my greatest wish that we can attract more community members to become involved with this fabulous facility.

Finally, I would like to acknowledge the incredible job that our secretary Janine has done over the past 20 years. She has done a marvellous job in keeping us well informed of all the details of being a member of the Hall Committee. On behalf of everyone, I would like to wish Janine all the very best in her future endeavours.

And finally, may I wish you all a Blessed Christmas & A Happy New Year.

Marg Rivett,



Lake Bolac Community Complex Final Meeting - Wednesday 29th September 2021 - 7pm

Complex Meeting with the CEO Ararat Rural City

Present: Graeme Stewart, John McInnes, Jenny Woolcock, Dr. Tim Harrison, Gordon Hucker, Judy Aldous, Karen McIntyre, Geoff McIntyre, Kevin Breen.

Apologies: Lyn Webster

Gordon welcomed everyone to the meeting and apologised to all for the meetings we've had To cancel because of the COVID 19 Virus. (8 in total)

Judy gave a brief financial report as to the money held in trust and the term deposit balance
Term Balance of \$60000 comes due in October
Term Deposit of \$7085.24 comes due in April 2022
And the General Account \$9301.48

Gordon read a report of the history over the years behind the Complex
History attached.

The building is used everyday with fridges going serving the Golf Club and Pool in season.
The original Complex Conception was brilliant and served the community very well for many years
With Tennis 6 teams, squash played 2 times per week, golf, football and netball & cricket, and the
bowling club running independently.

Now 40 years on and times have changed with 3 clubs and I welcome a change in structure of the
Management.

I have played sport In this town on

- 3 Golf courses
- 3 football and cricket grounds
- 2 lots of tennis courts
- Squash
- Swimming pool
- Worked in administration
- Working bees

In all of 40 years.

I would like to thank Judy our Secretary Treasurer and all other office bearers
To all the families that contributed

ROBERTSON MCINTYRE O'RORKE THE WATERS ESTATE

A motion was moved

That we the Lake Bolac Complex Committee close down and the Lake Bolac Golf Club manage
The Complex building. The Wickliffe Lake Bolac Football Netball club manage their area, the
Lake Bolac Bowls club their area and the 3 Clubs to form a Committee to manage the cropping
Paddock and other community issues.

Moved by Graeme Stewart and seconded by Geoff McIntyre that Gordon's Report be accepted

That the Lake Bolac Complex Committee money after all accounts have been concluded to Be transferred to the Lake Bolac Golf Club to be used to contribute to the Capitol Expenses for the Upcoming upgrade of the Kitchen

Moved John McInnes and seconded by Kevin Breen that this motion be accepted. Carried

Finally it was discussed and passed that the Complex Honour boards be upgraded to this Year 2021. Moved Kevin Breen and seconded by John McInnes Carried

Our only other duty was to wish the Golf Club well and the bowls and football netball clubs well.

Meeting closed 9pm

28 2021

ANNUAL GENERAL MEETING

MAROONA RECREATION RESERVE COMMITTEE Oct 7.30pm

In the absence of our President Tony Jackson, Tim Harrison CEO ARCC took the chair for both our meeting.

Present: Irene Gellie, Kerri Gellie, Kelly Gellie, Trevor Perry Pat Tobin, Mary Tobin, Steve Shannon,

Apology Dom Sparks and Tony Jackson
Moved Steve Shannon, 2nd Trevor Perry that these be accepted. carried.

Minutes of the previous AGM held on 9/11/2020
were read.

Moved Kelly 2nd Pat that they were true and correct. carried.

Business arising from these minutes NIL

Presidents Report. (see attached) In the absence of Tony, Tim read his report.

Moved Pat 2nd Steve that his report be received. carried.

Treasurers Report.

As at 30/6/2021 we have a credit balance of \$3531.99. The Principal at the Maroona Primary School has checked all the documents that were presented ^{by} Irene to be ~~true~~ true & correct. Irene moved and Kelly 2nd that report be received. carried.

Election of Office Bearers

As in previous years (last 5) Tim moved and Trevor 2nd that we have a block nomination. That all in attendance plus Tony and Dom (apologies) will be the committee for the coming year 2021-2022.

The Position of President will be Tony Jackson
moved by Tim 2nd by Kerrin.

Vic President Don Sparks moved by Irene 2nd Trevor

Secretary/Treasurer Irene moved Kelly 2nd Mary
all accepted there positions for the coming year.
meeting closed 7.50 pm. all positions
President. carried.

*

Secretary Irene Gellie

GENERAL MEETING OF THE MAROONA REC RESERVE HELD Monday 2nd Aug 2021.

Present same as AGM

Apology " " "

moved Mary 2nd Kelly that these be accepted.

MINUTES OF THE PREVIOUS GENERAL MEETING HELD ON 22/2/21 were read.

No business arising from these minutes.

moved Kerrin 2nd Trevor that these were
true and correct. carried.

Treasurers Report.

Same as AGM \$ 3531.99

A power account for Origin to be paid \$151.55

CORRESPONDENCE IN and OUT NIL

Irene to send email to Jack Tucker Ararat
Wimol Farm for new blinds and cabinets
for Kerrin's history centre. (done 5/8/2021)

GENERAL BUSINESS

Mary Reported that we have approx 350
signatures which will be presented by Mary + Irene
to Don Tehans office, re mobile lack of
coverage, which over the last 2 years has
got worse.

Tim reported that he is soon to have a meeting with Connecting Victoria. Reason getting worse - more data use and less voice.

The telstra CEO is also coming to Ararat and Tim is catching up with him as well. Hope this will all go well in our favour with our petition.

Trevor followed up about our Power accounts but not worth the effort ~~is~~ⁱⁿ changing to another company.

Maybe look at grants for solar panels to be placed on the hall. Follow up this in the future.

Still looking to having our Remembrance Day Service Friday, 12th Nov. Kerrin hopes to launch his new book "Maroon Remberes".

Working bee will be held when the weather fries up to extend the fence at the memorial to house a soldier that Kerrin has had made.

New fees for the hall as from 1/7/2021.

meeting half hall	\$ 20.00
full hire of hall	\$ 100.00
Function/Party	\$ 200.00 plus \$500 bond. to be paid in advance.
Longer stays (includes power + gas)	\$ 300.00 per week.

Meeting closed 8.35.
* President.

Tim was to follow up with maintenance works about having holes in the roof ~~ceiled~~ fixed. Water seems to have stopped coming through.

Presidents Report

Maroona Recreation Hall

2 August 2021

Once again with the Covid Challenges upon us all, it has been a quiet year for our Rec Hall with limited community events and private functions.

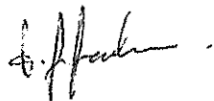
Major projects this year was new window coverings which was kindly funded from the Maroona Wind Farm grants. Thank you Irene for organising this and Trevor for utilising the old coverings and placing them on the upstairs windows.

With other grant funding we were also able to install a new hot water system and would like to thank the Rural City of Ararat for helping with this acquisition which will benefit the hall users for many years to come.

Thanks again to all the committee members and community members for their work and assistance in helping maintain the hall and its surrounds especially a mention to Irene for all her secretarial and treasury work and Pat Tobin for keeping a keen eye on the building and grounds ensuring its functionality and security.

Going forward, items that need to be addressed by the committee are the increase in hall fees, bond and long term stay fees as these haven't been reviewed for many years and this will ensure that all users of the hall continue to help make the facility viable and maintained to a safe and usable standard.

Thanks to everyone else and the Rural City of Ararat for their assistance throughout the year to keep the hall and Rec reserve and valuable community asset.



Tony Jackson

President

Balance sheet as at 30/6/2021

Expenses

power

967.24

Gas

hire 2 bottles 289.19

refill 1. bottle 79.20

368.39

Sundries

Cabinet

189.00

4 plants

79.96

Hogan water

2400.00

Income

Sale of biscuits

1150

Mamkims

1800

Hall hire

140

Grant ARCC

2400

Total exp.

4004.59

Total income

5490.00

Balance 30/6/2020

2046.58

plus income

5490.00

7536.58

less exp

4004.59

Bal 30/6/2021

\$ 3531.99



Ararat Rural City

AGM MINUTES

To be submitted to Council's Municipal Recreation Officer within 14 days of holding the AGM.

Annual General Meeting of the Mininera Recreation Reserve Committee of Management

Date: 16.11.2021

Time: 7pm

Venue: Mininera Recreation Reserve

Chairperson:	Connor Wilson
Minute taker:	Sharon Meek
Present:	Connor Wilson Sharon Meek Garry Meek Justine Liston Jono Box Dr Tim Harrison John Box Snr Ash Quinlivian Linda Coutts
Apologies:	Ian Meek Les Meek

Confirmation of quorum: ☒ Yes ☐ No

A quorum at any committee meeting shall be a majority of members of the committee. No business shall be conducted by the committee unless a quorum exists.

1. Welcome: Connor Wilson

2. Confirmation of the Minutes of last Annual General Meeting:

Garry Meek/ Linda Coutts

That the minutes of the previous Annual General Meeting (28.11.2020) be received and adopted.

CARRIED

Chairperson Signature & Date

3. Annual Management Report: Connor

Chairperson's/President's Report

Connor welcomed everyone to the meeting. There was not a great deal to report as sadly due to Covid it has been quite an uneventful year with only 4 games being played for the season. Connor made special mention of Tony Liston, Jock Liston, Nick Burn, Al Fraser, John Forbes and Jono Box for all of their input into the installation of the new sprinkler system and the resurfacing of the oval.

Injuries and Accidents Report

Nil

Maintenance Undertaken for Financial Year

Maintenance of oval drainage still an ongoing concern. It was decided that the lip around the oval will be removed and the height in the middle of the oval to be increased in order to achieve better drainage.

Evaluation of Operations

John Box Snr queried the procedure of the resurfacing of the oval, in particular the drainage which has been a problem.

Dr Tim explained it was due to an exceptionally wet year and was perhaps not detailed enough at the very beginning of the procedure.

Mover: Jono Box/ Seconded: Connor Wilson

That the Chairpersons/Presidents report be received and adopted.

CARRIED

Chairperson Signature & Date

4. Annual Financial Report: Justine Liston



Ararat Rural City

Mininera Recreation Reserve

2021 AGM ANNUAL FINANCIAL REPORT

Income		\$ Amount
Trading Receipts		
Grants (Government/Corporate) ARCC		4000
Bank Interest Received		1.01
	Total Income (A)	4001.01
Expenditure		
Carpet cleaning		200
Power		2880
ARCC Rates/water		912
Mower Repairs		227.8
Stove installation - D Watson		776.27
Consumer affairs		59.2
	Total Expenditure (B)	5055.27
	Surplus (A minus B)	-1054.26
What was your current Asset balance at ____ 4.11.21 ____ (insert end of year date): Please complete the following table		
Assets		\$ Amount
Cash in hand or in the bank		25295.16
Value of the Stock on Hand		
Amounts owed to debtors		
Property, equipment, furnishings		
Investments (eg. Term deposits)		52.41
Investment for Asset Replacement		
	Total Assets (C)	25347.57
Liabilities		
Amounts owing to others (Creditors)		
Loans (outstanding balance)		
Provision for Asset Replacement		
	Total Liabilities (D)	0
	Equity (C minus D)	25347.57

Moved by: Justine Liston/ Seconded by: John Box Snr

That the Treasurer's Report be received and adopted.

CARRIED

Chairperson Signature & Date

5. Election of new Committee

Dr Tim Harrison declared all positions vacant and thanked the outgoing Committee members and called for nominations for the following positions:

Chairperson/President: Garry Meek		
	Nominated: Connor Wilson	Seconded: Jono Box
Vice Chairperson/President: Jono Box		
	Nominated: Garry Meek	Seconded: Linda Coutts
Secretary: Sharon Meek		
	Nominated: Justine Liston	Seconded: Linda Coutts
Treasurer: Justine Liston		
	Nominated: Connor Wilson	Seconded: Ash Quinlivan
General Committee Members:		
Connor Wilson Sharon Meek Garry Meek Justine Liston Jono Box John Box Snr Linda Coutts Ash Quinlivan Les Meek		

6. Special business (if applicable)

John Box Snr made special mention of Connor Wilson's outstanding service to the Rec Reserve for so many years. Connor cannot even remember when he took on the role of president but it was probably over 30 years ago. He has treated the Rec as his own backyard and has dedicated countless hours to spraying, mowing, plumbing and fixing. We will all miss him as our president but know he will still be very much part of the club.

7. AGM closed at: 7:30pm

Chairperson Signature & Date



Ararat Rural City

MEETING MINUTES

To be submitted to Council's Municipal Recreation Officer within 14 days of meeting

Committee of Management: Mininera Recreation Reserve

Date of Meeting: 16/11/2021

Time of Meeting: 7:30pm

Venue: Mininera Recreation Reserve

Chairperson:	Garry Meek
Minute taker:	Name: Sharon Meek
Present:	Connor Wilson Garry Meek Sharon Meek Jono Box John Box Snr Justine Liston Dr Tim Harrison Linda Coutts Ash Quinlivian
Apologies:	Ian Meek Les Meek

Confirmation of quorum: x Yes No

A quorum at any committee meeting shall be a majority of members of the committee. No business shall be conducted by the committee unless a quorum exists.

Confirmation of Minutes of Previous Meeting:

Moved by: Garry Meek/ Seconded by: Linda Coutts

That the minutes of the previous meeting on 28/11/2020 be received and adopted.

CARRIED

Item: Business Arising Out of the Previous Meeting			
Discussion – List Business	Action Items	Responsible	Due
Jono Box described that the Caranballac HarvFest committee donated a new fridge to the kitchen and a microwave oven.			
Rob and Linda Coutts donated a new BBQ.			

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

Recreation Reserves and Public Halls Governance Manual – Meeting Minutes Sample Template

Version Date: 18 June 2012

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After the minutes have been confirmed, the Chairperson or substitute Chairperson must sign each page of the previous minutes to certify that they have been confirmed.

Disclosure of any pecuniary interest or conflict of interest of any member

Ararat Rural City Council resolved on 20 September 2011 to grant an exemption to community members of Special Committees (section 86) from submitting Primary and Ordinary Returns of Interests (for conflict of interest purposes).

Notice of Disclosure for pecuniary interest or conflict of interest: Committee members should refer to the Conflict of Interest – A Guide for members of Council Committees (March 2012). Committee members must disclose conflicts of interest in committee meetings.

There are three steps to take when disclosing a conflict of interest:

1. Tell the committee that you have a conflict of interest. This must be done immediately before the matter is considered.
2. Tell the chair that you are leaving the meeting.
3. Leave the room and any area where you can see or hear the meeting until the matter has been concluded. The committee member must leave the room and remain outside while any discussion is being held. They must also remain outside if any vote is being taken on the matter being discussed.
4. The minutes must state: who left the room, what time the committee member left the room, if any decision/vote on the matter was taken, and what time the committee member returned to the room.

Correspondence

If appropriate it requires two actions:

Secretary reads out the correspondence, followed by the motion "that the correspondence be received".

If any action is required as a result of the correspondence, appropriate motions should be moved, e.g. "that the Secretary reply to Mrs. Smith informing her that..."

Item: Correspondence – Inwards/Outwards			
Discussion – List Correspondence	Action Items	Responsible	Due
ARC facility maintenance grant - \$4,000 grant received			
Consumer affairs notification to submit financial statement			

Moved: Ash Quinlivian/ Seconded: Connor Wilson

That the correspondence be received.

CARRIED

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

Treasurer's Report

The Treasurer's Report includes receipts and expenditure of the period just passed and shows the balance in hand. Attach the Treasurers report. The Treasurer moves for the adoption of the report.

Item: Treasurer's Report			
Discussion	Action Items	Responsible	Due
Refer to AGM financial report (in AGM minutes)			

Moved by: Justine Liston/ Seconded: Linda Coutts
That the Treasurers Report be adopted.

CARRIED

Adjourned Business

Adjourned business takes precedence over all other business.

Item: Adjourned Business			
Discussion	Action Items	Responsible	Due
Further discussion on the oval and drainage	Chops has resprayed the oval ready to re-sow and resurface	Chops	
Ash queried the drainage from the oval to his residential backyard creating a wet environment. Dr Tim advised this was a matter for the council and he would follow this up.	Dr Tim to follow up drainage query regarding residential backyard.	Dr Tim Harrison	

Sub-committee/Working Group reports (if any)

Item: Sub-Committee/Working Group Reports			
Sub-Committee & Discussion	Action Items	Responsible	Due
Maintenance managers - Jono Box and Connor Wilson	Jono and Connor will determine maintenance tasks to be completed around the Rec reserve and delegate action appropriately.	Jono Box and Connor Wilson	

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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Agenda Items

Item: Agenda Items

1. Maintenance Undertaken (standing Agenda item)
2. Facility Good Governance implementation (standing Agenda item)

Discussion	Action Items	Responsible	Due
Billing SMW Rovers for power throughout the Covid year	Jono Box agreed SMW Rovers would pay for 2 terms of the power bill	Jono Box	
A Westpac bank account term deposit of \$52.41	Justine suggested we move it into the general account and close the account as the account is not producing any interest.	Justine Liston	

General Business

Item: General Business

Discussion	Action Items	Responsible	Due
Jono Box suggested we purchase a Gang mower from Chops at \$5,000.	The Rec is to pay \$2500 and SMW Rovers to pay \$2500.	Jono Box	
Suggested to keep the Blue Slasher and that idea was moved by Jono Box Snr and seconded by Connor Wilson.			
Agreed to sell out sprinkler to Jake Gelly for \$3500. Moved by Jono Box and Seconded by Linda Coutts.			
Christmas Party to be held at the Mininera Rec on the 18/12/2021. Hosted by the Mininera Rec Reserve as our tennis club is not participating in the competition this year.	Jo Read sending out invites.	Jo Read	

Next Meeting:

Date: TBC

Time: 7pm

Venue: Mininera Recreation Reserve

MEETING CLOSED 8 PM

CONFIRMATION OF MEETING MINUTES: To be completed by the Chairperson once the Meeting Minutes have been Confirmed and Adopted

Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

Recreation Reserves and Public Halls Governance Manual – Meeting Minutes Sample Template

Version Date: 18 June 2012

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MOYSTON HALL COMMITTEE MEETING NOVEMBER 9TH
2021

Minutes of June 15th meeting passed by Ron, seconded by Jan

Correspondence: State Government has booked in for election, 26th November 2022.

Alexander Croquet Club requested 28 chairs from the Moyston Hall.

Confirmation of Grant from Council for \$2,400 for this financial year

FINANCIAL REPORT (JIM)

Jim moved, Di Seconded.

GENERAL BUSINESS

- 1) Loan of Chairs to Alexander Croquet Club. (28). Sue to organize with Anne (Marshall)
- 2) Community Dinner, Possibly July.
- 3) High Tea, February? Sue, Jan, Dana, Tracy to organize
- 4) Dana, Fire relief donation, work in progress.
- 5) School Awards, to be given to the most improved efforts. \$100 per level. Bryan to talk to Principal of Ararat College.
- 6) Power Point in office hub, Rob to talk to Bill Daley again.
- 7) Multiprinter, pick up by Christmas, Di to organize.
- 8) Quotes for Shed: prefab from Mitre 10, DR. Tim to check on permit.
- 9) Consider re paint of Hall, discuss next meeting.
- 10) 2020-2021 Nostalgic photo between Rhymney and Moyston. To be put on wall. Carried unan.

- 11) Pay for someone to upkeep garden on a regular basis. Moved by Di, Seconded by Jim.
- 12) Mulch, Rob has ordered from Council, \$100 for 6 square metres.
- 13) Bluestone gravel to be put out the back of the Hall? Keep as Grass? Kill weeds, install steps. Dr. Tim will ask about planning permits. Moved, Di . Seconded, Dana.
- 14) Working Bee, Wednesday 24th 4-6pm.
- 15) Craft Market in Hall?

NEXT MEETING FEBRUARY 1ST 2022.

MOYSTON HALL COMMITTEE

ANNUAL GENERAL MEETING 9TH NOVEMBER 2021

Present: Jim Hall, Ron Dean, Sue Kennedy, Jan Crowe, Dana Dean, Rob O'Connell, Di Noske, Dr. Tim, Tracy, Bryan Kennedy, Peter Horvath.

Minutes of AGM 2020 moved by Jim and Robert.

Annual Statement from President Bryan Kennedy.

Financial Report from Treasurer Jim Hall
Moved by Jim, Seconded by Dana

ELECTIONS

President: Robert O'Connell, nominated by Di Noske, seconded by Bryan Kennedy. Carried.

Vice President: Peter Horvath nominated by Sue, seconded by Jim. Carried.

Secretary: Di Noske, nominated by Jim, seconded by Dana. Carried.

Treasurer: Jim nominated and is continuing in the role.

We would like to extend a very warm welcome to our new member, Tracy, to the Hall Committee and we look forward to her involvement with all of our activities. Welcome Tracy!

MEETING OFFICIALLY CLOSED 7.50 PM

Pomonal Hall and Recreation Reserve Community Asset Committee
2021 - August 4th
MINUTES -

Time and date	04/08/2021 7:21 pm	
Chairperson	President: Richard Flecknoe	
Location	Pomonal Hall	
Attendees	Tim Harrison Barb Venn John King Andrea Shelly Russell Kellett	Claire Evans Lachie Green Jody Mathews Jenny Kier Simon Freeman
Apologies		
Purpose	Manage the facilities and activities at the Hall and Reserve.	
Papers	<p>Motion: " That the minutes for the previous Hall and reserve Committee meeting be approved as a true and accurate record of proceedings"</p> <p>https://docs.google.com/document/d/1Cglw8a7wG5zGDh2v73ahi83UPTiSlpxJa_0_hU1Nz6o/edit?usp=sharing</p> <p>Minutes from previous meeting: Moved: Richard Second: Simon</p>	

Item	Description	Action
1.	<p>Business arising from previous minutes:</p> <ul style="list-style-type: none"> Soft furnishings for the meeting room - gluing on batts. Carry Over due to lockdown - pencil in October Cricket club/turf - water bill. Loki shed some clarification around the water usage and the cricket club, Claire emailed the water Bill to the cricket club, and the Pomonal Hall committee received another reminder invoice from the Shire. Claire gave Loki copies of the bill - paper and via email. Cricket club to pay the POMonal Hall committee. Pomonal Hall committee moving from Commonwealth to Bendigo Bank. Claire to give Loki the required banking details. Cricket Club was happy to pay the bill. Banking - Moving to Bendigo Bank. Waiting for ARCC Karissa to finalise details. Tim to follow up for us. Nature Based Playground - Claire - to catch up with Carly in regards to the nature based playground and Dan Tehan Grants. - Carried over 	<p>Richard - to look at glueing on acoustic batts with Simon. Purchase a WIFI booster for the Hall.</p> <p>Tim Harrison - follow up on what's happening with moving to the Bendigo Bank</p>

	<p>Skate Park/Pump Track. - Carried over due to Lockdowns</p> <p>Mens shed mentoring program - Aps landscaping program may be a possibility also. Mentoring youth program with APS</p> <p>Check out pop up/wheelie acoustic walls. - Carried over</p> <ul style="list-style-type: none"> WIFI concerns to email Jenny to ask about QR codes.- PPA would love a booster. Motion to purchase a WIFI booster for the Hall. All in Favour. Russ questioned whether the Mens shed could also use this? Very likely. Barb printed and laminated QR codes and stuck them around the Hall. Small town big Sound updates - Claire paid with a cheque Storage of the cricket club mower in the hall shed - Bays in the Shed. The Mens shed has moved out. Happy for the cricket club to store their mower in the shed. 	
2.	<p>Correspondence in:</p> <ul style="list-style-type: none"> Jenny Woolcock - Water bill causing stress Gordi - Jodi and Carly replied to this. Mens shed - Men's Shed has been approved funding to install a solar system- Dates to come through. Waiting for grant to arrive in the bank. Possibly September. Discussion on power. The power went on in the mens shed 6 weeks ago- June 2021. <p>Discussion around the drainage between the mens shed and the Hall. Is it problematic?</p> <ul style="list-style-type: none"> PPA - Agenda and minutes of their meeting QR code registration - Barb Completed PPA proposal for picnic tables in collaboration with men's shed. Willing to pay 50% of the cost - Picnic tables and metal works? Also talked about the issue of acoustics in the Hall. Carpet tiles are an option. To contact an Acoustic engineer from the shire. <p>Lisa Ashdowne soft furnishings? Anthea Nicholls - QuoteThe meeting room is approx 25 square m. - Bunnings tiles (1mx1m) are approx \$30 each. I haven't looked around to see if they can be purchased cheaper elsewhere. It would probably be worth checking with the carpet people in Stawell for a quote. I'll do that. A 😊</p> <p>Acoustics in the meeting room/hall. Tapestry on the wall. Look at getting a rug so we can roll it up for music events. Batts on the ceiling. Wheelie boards? Curtains that can be pulled back in the meeting room.</p> <p>Also looking at wheelchair accessible grants for picnic tables.</p> <ul style="list-style-type: none"> Bench seat invoice - Wayne Dickinson \$4000 	<p>Claire - to catch up with Carly in regards to the nature based playground and Dan Tehan Grants.</p> <p>Skate Park/Pump Track - possible Men's shed mentoring program.</p> <p>Check out pop up/wheelie acoustic walls.</p>

	<ul style="list-style-type: none"> Hot water and power outage - Funeral and Market Day - was followed up by the Shire. 		
3.	Correspondence out: <ul style="list-style-type: none"> Jenny Wilkinson - up date on buildings Bendigo Bank - signatories Claire Evans - Water bill 		
4.	Finance Report. Motion: " That the financial statements for the previous months be ratified and all accounts approved for payment"	Moved:	2nd;
5.	General business <ul style="list-style-type: none"> Master plan - discussions. It does exist but it has the 'go slows' due to several reasons. Still important. Great Victorian Bike Ride 3rd-4th December. Staying in POMonal / shared with Halls Gap. Should we be providing some sort of entertainment?. This is an Event - an opportunity so let's go for it. APS - Hall is too cold - it has been suggested if possible that they turn the heaters on in the morning before the meeting and allow all day for the room to heat up . This is a better option than buying split system heating. Garden working BEE - 14th August. Master Plan/Wish List : <ul style="list-style-type: none"> <input type="checkbox"/> Double the outdoor decking area <input type="checkbox"/> pizza oven <input type="checkbox"/> power to the shed <input type="checkbox"/> shelter <input type="checkbox"/> fence around the oval <input type="checkbox"/> electric BBQ <input type="checkbox"/> shade <input type="checkbox"/> seating <input type="checkbox"/> pump track <p>Meeting closed: 8:31pm</p>		

Pomonal Hall Committee 2021 - October 13th Minutes -

Time and date	13/10/2021 7:00 pm via zoom	
Chairperson	President: Richard Flecknoe	
Location	Pomonal Hall	
Attendees	Andrea Shelly Simon Freeman Jenny Kier	Claire Evans Barb Venn
Apologies	Jenny Woolcock, Tim Harrison, Jody Mathews, Lachlan Green	
Purpose	Manage the facilities and activities at the Hall and Reserve.	
Papers	<p>Motion: " That the minutes for the previous Hall and reserve Committee meeting be approved as a true and accurate record of proceedings"</p> <p>https://docs.google.com/document/d/1kvynhjRrgZPDMrG6XU8LUViDg1iPuUcimT-pC13VQvo/edit</p> <p>Minutes from previous meeting: Moved: Simon Second: Jenny K</p>	
Acknowledgement of Country	Claire	

Item	Description	Action	Moved	2nd
1.	<p>Business arising from previous minutes:</p> <ul style="list-style-type: none"> Soft furnishings - guest Acoustics Specialist and Lisa Ashdowne Gluing on batts Richard . Jenny K to talk about carpet quotes and additional soft furnishings Cricket club/turf - Lachie to pay water bill Nature Based playground - Claire - to catch up with Carly in regards to the nature based playground and Dan Tehan Grants. 	<p>Soft Furnishings - meeting room to cover hard surfaces - glass door, window, hide curtain, ceiling track, custom made, fabric type - recommended fire retardant/wool.</p> <p>Hall committee moved a motion for Lisa to get a quote for curtain for the small window - where is our best bang for buck.</p> <p>Richard to have an acoustics meeting.</p> <p>Carpet underlay- Carpet choice Ararat, Careys covers.</p> <p>Barb to get a quote from Ballarat Red door.</p> <p>Acoustic Batt i the Shed - need to be glued on the tables.</p> <p>Water Bill - Carry Over</p> <p>Playground - Carry Over</p> <p>Banking - all sorted</p>		

	<p>Skate Park/Pump Track. Mens shed mentoring program. Check out pop up/wheelie acoustic walls.</p> <ul style="list-style-type: none"> Banking - Moving to Bendigo Bank. Waiting for ARCC 	
2.	<p>Correspondence In:</p> <ul style="list-style-type: none"> Art group - shed bay PPA minutes Mens Shed minutes 	<p>The shed has several bays. Richard to do a check of the bays. Can we do an assets list of what we have in Storage?</p> <p>Art group would like one bay for storage. - Barb to email Art Group</p> <p>APS has one bay</p> <p>Pomonal Primary School has one bay</p> <p>Cricket club has a mower in storage</p> <p>Progress has a bay for market stuff</p> <p>Hall committee has a bay for excess furniture</p>
3.	<p>Correspondence out:</p> <ul style="list-style-type: none"> 	
4.	<p>Finance Report.</p> <p><i>Motion: " That the financial statements for the previous months be ratified and all accounts approved for payment"</i></p>	<p>Moved: Richard</p> <p>\$24,220</p> <p>2nd: Barb</p>
5.	<p>General business</p> <ul style="list-style-type: none"> Festival of Small Halls Small regional Presenters Fund - http://www.rav.net.au/funding-opportunities/small-regional-presenters/ Working bee? blocked toilets Master Plan/Wish List : <ul style="list-style-type: none"> <input type="checkbox"/> Double the outdoor decking area <input type="checkbox"/> pizza oven <input type="checkbox"/> power to the shed <input type="checkbox"/> shelter <input type="checkbox"/> fence around the oval <input type="checkbox"/> electric BBQ <input type="checkbox"/> shade <input type="checkbox"/> seating 	<p>Festival of small halls - Claire to email a "YES". \$3000 bond required. Possibly around the 17th March TBC but it always runs after the Port Fairy Folk festival.</p> <p>Previous FSH have run at a profit.</p> <p>PICNIC TABLES - PPA</p> <p>Steel frames from Steve Field with wooden tops?</p> <p>Apply for grants for full aluminium tables like the ones in Moyston. Jenny to get the quotes.</p> <p>Little Vic bike ride</p> <p>Gardens at the Hall - community garden and maintenance day.</p> <p>Regional Art Victoria (RAV) grants. Should apply to add to our stage kit. Look at getting a grant for stage curtains, a rigging system and modular stage systems. https://transtage.com.au/</p> <p>Music events with Creative Victoria. Carly received a grant to run several music events in our region. Would the Hall committee be interested in an event in March? Would the Hall committee be interested in running the bar for the event?</p> <p>It was noted that this will clash with the Festival of Small Halls. Would Carly be able to move her event to later on in the Year?</p> <p>Our loyalties as a committee are with the Festival of Small Halls.</p>

		<p>What is the current Hall Cleaning schedule?</p> <p>It gets cleaned quarterly by Lauren Field. Can We get a clean before christmas?</p> <p>Barb to email Jenny about the Septic and Trees.</p> <p>Two new members to the POmonal Community are interested in joining the Hall Committee. Gemma and Martin. They have an interest in holding a music event for up to 4000 people.</p> <p>We had a health inspection in the kitchen and pasties and mini pies were found in the oven???? Who was in the Hall last? Jodi to check bookings.</p>
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Meeting closed:
8:32pm



Ararat Rural City

GENERAL MEETING MINUTES FORM 5

To be submitted to Council's Municipal Recreation Officer within 14 days of meeting

Committee of Management: Tatyoon Recreation Reserve

Date of Meeting: Monday 12th July 2021

Time of Meeting: 7:30pm

Attendance: C.Drum, B.Robertson, J.King, K.Armstrong, R.McKay, D.Carter, T.Brady, A.Tucker, R.Bibby, T.Harrison and J.Armstrong

Apologies: H.Astbury, M.Vallance, P.Hartwich

Confirmation of quorum:

A quorum at any committee meeting shall be a majority of members of the committee. No business shall be conducted by the committee unless a quorum exists.

Confirmation of Minutes of Previous Meeting:

General Meeting Minutes on 6.7.2021 circulated D.Carter and C.Drum

Item: Business Arising Out of the Previous Meeting			
Discussion – Business	Action Items	Responsible	Due
GMW WATER	Applied	C.Drum	In Progress
Hand towel		J.King	In progress
Landscaping around New Building Fridge	H.Astbury completed and excellent job of landscaping around netball courts and hall. Big thankyou.	H. Astbury	Completed
Grants	Wish List from last meeting minutes 17.9.2020 <ul style="list-style-type: none"> - Heating inside and outside of changerooms eg. Split systems inside and gas outside Successful and in second round - Shade grant – shade over playground (applied) not successful - Solar system grant to help electricity costs Not successful will try again. 	K.Armstrong	Completed
Fence on Netball Court	Adjourned to later	J.King	HELD
Equipment Needed for Hall	Thermometer for canteen days Door mats (big) Tongs with flat bottom. Dishwasher purchased	J.King	completed

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Disclosure of any pecuniary interest or conflict of interest of any member

Correspondence

Item: Correspondence – Inwards/Outwards			
Discussion – List Correspondence	Action Items	Responsible	Due
In EMAIL – 15.4.21 April: Jon Wilsch plans for new Social Rooms	Discuss with Committee DRAFT PLANS. Completed by draftmen Jon Wilksh	J.KING	NEXT MEETING

Moved by D.Carter and C.Drum

Treasurer's Report

Financial report by B.Robertson

Cheque Acc:

\$22088.24

Moved by B.Robertson and noted that Financial Statements will be brought to AGM August. Seconded by J.King

Sub-committee/Working Group reports (if any)

J.KING, D.CARTER and A.BRADY -

Discussed information gathered in meeting with CEO on Monday 28th June 2021. Subcommittee and C.Drum present. See General Business.

Agenda Items

Item: Agenda Items
<ol style="list-style-type: none">1. Maintenance Undertaken (standing Agenda item)2. Facility Good Governance implementation (standing Agenda item)3. New Social Building – General Business4. Grants – canteen/kitchen and walking group grants – adjourned to next meeting

General Business

J.King discussed that tonight's meeting was to inform the rest of the committee of the research that the subcommittee had completed in relation to the new Social Rooms.

J.King discussed the following:

1.

Subcommittee looked at the following Social Rooms for ideas.

- Creskwick, Beaufort, Skipton, Ararat, Bungaree Football Netball Clubs. These clubs were seen to have excellent facilities and worth a visit.
Bungaree Social Facility was a real highlight and we managed to get some plans which local builder Jon Wilksh has redrafted to suit our position.

J.King then discussed that the subcommittee had completed two small informal meetings to gather some information to bring back to committee. J.King relayed what was discussed in the two meetings to the whole committee.

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2.

Subcommittee MEETING 1 completed on Tuesday 8th June 2021

Sub Committee: D.Carter, T.Brady, J.King

Meeting with Andrew Eastick who could explain our plan that we have acquired from local builder Jon Wilksh and we actually stepped out the facility to get a better idea of the size.

- Showed Andrew plans that Jon Wilksh had drafted for committee and were sent to secretary in April 2021.
- Discussed possible changes to plan like the swapping of the male and female toilets.

Andrew shared his thoughts on plan and gave us his knowledge of what was needed in a design.

Main idea was to ensure viewing is lifted so you can view football whilst inside social room. Andrew discussed that this was a huge error with the Ararat social room build.

Female friendly still a main grant to try and get.

General discussion over process of build. We didn't want to make the same mistakes as Netball Build

Discussion over mistakes from last build of Netball rooms.

Sub-Committee asked for the plan to be quoted so we had some idea of what the project would cost.

Discussion over using the Master Plan created in 2016 to aid this process as there is still many valid points in precious plan that can be utilised for this build. Just a different location slightly on where social rooms would be located.

We marked site out to get more of an idea of the area of the build. Discussion over plan and size of rooms.

Actions from this meeting were:

Subcommittee to discuss plans with ARCC

J.King to organise to meet with T. Harrison along with President and Treasurer to find out next steps.

Report back to Committee in July Rec Reserve General Meeting.

Then meeting two was organised.

3.

Subcommittee Meeting 2 Completed on Monday 28th June 2020 Present: Sub Committee: David Carter, Anthony Brady and Jane King and Craig Drum and Tim Harrison CEO Apology: Briony Robertson

J.King presented 'Our story' to start discussion: CEO had asked for this in past general meeting:

'OUR STORY'

Tatyoan Social Room: Why we believe a new facility is needed for our community.

Tatyoan is a strong vibrant community, endeavoring to ensure we all continue to create strong community connections at the Tatyoan Recreation Reserve. What you put into your community is what you get out and this is what we all believe is so satisfying at Tatyoan.

Through Football and Netball, Tennis, Cricket, CFA and a vast array of meetings, the Tatyoan Recreation Reserve is used throughout the year and is the hub to many local families in the district. Strong

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connections have been formed over many years and many hours of volunteer labour is continually completed, ensuring our grounds and facilities are cared for and enjoyed by users. Tatyoon has a reputation in the area for being strong community minded with many volunteers who get things done. Our people are our greatest asset and possess a great spirit. They are very generous with their time and contribute financially.

In 2015 we employed Simon Leisure Consulting to complete a Master Plan of the Tatyoon Recreation Reserve where the community was able to contribute their opinions. Findings from this extensive research found three key issues which were consistently raised.

1. Identifying the best long-term option for the provision of social facilities at the reserve
2. Resolving the current need for improved tennis and netball change rooms and clubrooms facilities.
3. Improving pedestrian safety in the area around the northern end of the oval including the Hall the playground and tennis netball courts.

In 2018 we obtained the female changeroom grant and built a Netball and Tennis Changeroom located close to the Netball Tennis courts. This at the time was seen to be achievable and voted upon as a priority within the Recreation Reserve committee.

Currently in 2021, we have outgrown the current hall and are exploring options to build a social facility that will cater for our needs well into the future. We want the social hub to all be in the same location which will ensure better connections when the reserve is being utilized. This opinion was also outlined in the Master Plan data as a key issue.

Families of the Tatyoon Community have a strong sense of pride and love for Tatyoon, which continues to grow. We have many new Ararat families also getting involved in this community due to the strong family values and village like environment we have created. The saying 'it takes a village to raise a child,' correctly captures Tatyoon Community. One visit to Tatyoon, people will express how fortunate we are for the environment we as community have created. We have passionate supporters, with a strong sense of ownership, which ensures it prospers each year.

This new facility will be an asset to the area and ensure Tatyoon continues to be a social hub for many growing families. A place to gather for functions and meetings and enjoy the social connectiveness that is so important for positive mental health in today's world.

Finally, the 'community values and teamwork' that we are modelling and teaching our children at Tatyoon cannot be undervalued. They are the future, and we must invest in them.

T - eamwork

A - ttiude

T - ogether

Y - outh

O -wnership

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O – ne of a kind

N – uturing

CEO thought story was excellent.

Discussion looking at plans subcommittee had come up with, from local builder draftsmen Jon Wilksh and designs from Bungaree Football Netball Club.

CEO's main two factors that he saw as challenges that Committee needed to attend to:

- Future of the Mininera Football Netball League – Where does that leave Tatyoon?
- State and Federal grants quite limited in next 12 months but following that there should be more available. – Sports Rec will probably be the one to go for.

D.Carter – Great numbers in juniors and across all sporting sides that utilize reserve currently. Funerals weddings and functions we need a place for this to occur.

T.Brady discussed that due to the location of Tatyoon it would be quite stable for the future. Even if Mininera league folded Tatyoon could easily join another league. He believed this was very unlikely as there is good numbers especially in the juniors across many clubs. We need to look forward and ensure we have the infrastructure to ensure our future.

Sub committee thought that project would be estimated cost around 1.2 million but this was an approximate costing from local builder. We need to get a formal costing on this.

Discussion over funding shortages might take 24 months to come to tuition. However, we need it shovel ready for when big grants come available. How do we do that?

PROCESS :

1. Story of 'Why Tatyoon need this facility?' - include answers to two main challenges to present to ARCC.
2. Formal Architect
3. QS completed
4. Council would potentially manage project from here

C.Drum asked question that we could potentially start fundraising. 'What figure are we looking at?

Maybe \$150 – 250,000 community input

Big grant \$600,000 to \$700,000 and council contribute.

Overall a positive meeting where we felt that the ARCC would guide us down the correct process this time. We had learnt a lot from the past build and did not want the same mistakes to happen again.

ACTIONS from this meeting:

Report findings back to Rec committee at next general meeting as completed tonight.

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Research to support that Tatyoon is in a strong position within the Mininera Football Netball League. Add this to our story to present to council and AGM.

4.

J.King discussed how these two meetings have really allowed the subcommittee to begin the correct process forward.

Discussion around that all clubs at Tatyoon support each other and this is rare. J.King to action this idea in 'Our Story.'

K.Armstrong asked about the in kind work that could potentially be completed.

CEO responded that on these larger projects its harder to involve.

CEO discussed the recent Willaura build and how a Project Manager was involved to oversee project.

J.King and B. Robertson presented a story about the location of Mininera Football Netball Club and why Tatyoon is so centrally located which is a major positive for the future of the club.

Below was read out to the committee at meeting.

Tatyoon Recreation Reserve

Major Stakeholders – Sporting Groups

At Tatyoon we aim to provide a safe and inclusive environment where members and associates can learn and develop the skills and ethics of currently - football, netball, cricket and tennis. Participants receive coaching from appropriately trained coaches, have fun and form long lasting friendships with peers sharing similar goals, and are aware of the pathways enabling them to achieve their potential and most importantly feel safe, included and supported.

- **Tatyoon Football & Netball Club**

Affiliated with the Mininera & District Football League (MDFL) and the Mininera & District Netball Association (MDNA).

The MDFL runs Australian Rules Football Competitions in Seniors, Reserves, Under 16.5 and Under 12 grades. Running in conjunction with the MDFL, the MDNA runs Australian Rules Netball Competitions, Three senior grades of A,B,C and three junior Grades of 18 & Under, 15 & Under and 13 & Under.

Spanning a large geographical area in the heart of the Western District, the MDFL & MDNA and its clubs form an important part of the sporting and social fabric for many surrounding communities. It has a strong and proud history, and projections indicate a sound future.

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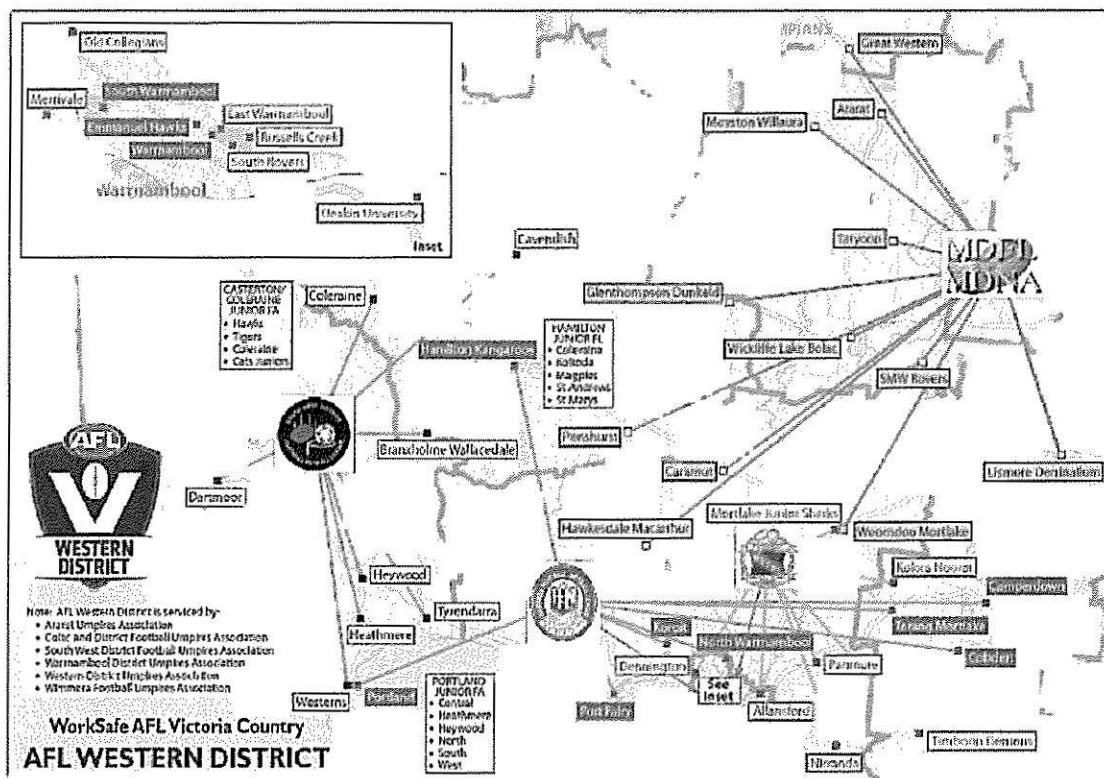
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We have strong football & netball numbers and healthy projections for our junior grades. In season 2021 we have 15 girls registered in our 13 & Under team, and our NetSetGo program (5-9 years of age) has in excess of 25 girls participating. We have managed to field a under 16.5 football team for season 2021, and again future projections are strong. We have in excess of 45 children participating in the under 12s and auskick competitions.

- **Tatyoan Cricket Club**

Affiliated with the Grampians Cricket Association

The association runs 3 Senior grades A, B and C and two junior grades Under 16s and Under 13s.

In the 2020/2021 season we competed in the A grade competition, as a combine with Buangor. We also fielded a very strong Under 16s team, defeated in the grand final, and a very healthy in number Under 13s team.

- **Tatyoan Tennis Club**

Affiliated with the Miniera & District Tennis Association. The league runs a Saturday afternoon weekly competition. Predominantly adult based.

Ararat Junior tennis Competition

Hotshots program, in excess of 40 children participating weekly during the season.

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Other Users

Community members – Funerals, Weddings, Birthdays

Agriculture/Industries – DAGRO, Gorst Rural Supplies, DPI

ARCC

Tatyoan CFA

GWM Water

CFA -Westmere Group

CEO – thought that this was excellent and really demonstrated the importance of the location of Tatyoan.

C.Drum informed the committee about some ideas to fundraise. 'Buy a brick idea!'

Committee discussed people would potentially donate.

- Past players due to connections made at Tatyoan – Fond memories
- In memory of someone etc

Discussion over that there are reunions at the Footy club coming up and this could be a place to ask for donations.

Committee thought that a minimum of \$500 per plaque would be a good starting point. People could donate anonymously any given amount.

J.King stated from all these findings we have a clear process to follow now. Discussion over the use of the Masterplan to support our story.

Pg 38 and 39 of Master plan displayed and discussed in depth.

C.Drum thanked A.Tucker and K.Armstrong for the work they had completed on this.

Committee discussed the possible phases this project could take.

Complete story 'Why Tatyoan needs this new facility?' – J.King to action and bring to AGM in powerpoint presentation.

C.Drum stated that community would be invited to attend this AGM to be informed of potential new build.

PHASE 1 – Architecture Plan

PHASE 2 – QS completed

PHASE 3 – Build

PHASE 4 – Repurpose of current social facility

C.Drum stated that he wanted the committee members to now revisit the master plan and current designs after tonight meeting. At the AGM a formal decision will be made, and motions moved on the topic of New Social Rooms at Tatyoan.

J.King to action completing 'Our story' and powerpoint presentation for AGM and General Meeting in August.

Current plans to be displayed on notice board to get community talking.

Next Meeting: AGM AUGUST: Date 30th Time: 7:30pm Venue: Tatyoan Hall

Meeting Closed:9:00

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Annual General Meeting of the Tatyoon Recreation Reserve Committee of Management

Date: Monday 27th SEPTEMBER - PRESENTED ON ZOOM DUE TO COVID RESTRICTIONS.

Time: 8:15pm

Venue: **Tatyoon Hall**

1. Welcome: Craig Drum
2. Attendance: D.Carter, A.Brady, B.Robertson, J.King, C.Drum A.Tucker, CEO T.Harrison , R.McKay
3. ZOOM in from home: H.Astbury, K.Armstrong, I.Armstrong
4. Apologies: M.Vallance, P.Hartwich
5. Absent: n/a
6. Minutes of last Annual General Meeting moved by A.Brady and seconded by B. Robertson
7. Annual Management Report: Craig Drum

C.Drum thanked the following people for their outstanding work throughout the year to ensure the Rec was moving forward in a positive way.

- ARRC CEO, Tim Harrison, for attending our meetings and being so approachable.
- Rec Committee for being so hard working and getting things done.
- J.King for her work to get the presentation tonight on zoom up and going and presenting to the community the committees goals. New Social Rooms.
- B.Robertson as treasurer for her excellent management of the funds.
- K.Armstrong for persisting with finding grants and a huge amount of work goes into submitting each grant. Big thankyou
- R.McKay for the management of the oval. Incredible amount of volunteer work he has completed to get oval looking so good now. Sprayed out and had to be managed throughout the year. Lots of challenges faced but now looking great. Thanks also to Ghorst and Ash Maconachie for their inputs and guidance.
- Purchased two mowers – inside oval and outside areas.
- Grain Drive funded mowers and drive was a great success.
- Volunteers – OUR Greatest Asset at Tatyoon! Someone is always at Tatyoon either, mowing, spraying, watering, stock taking, cleaning, burning. There is always something going on, to improve the grounds. Huge thankyou!

8. Annual Financial Report: Briony Robertson (See attached Appendix 1 Financial Report)

Treasurers Report 2021

The Tatyoon Recreation Reserve is sitting in a healthy financial operating position.

Income:

Our Income has been strong. Donations received is a significant figure this year, and I would like to truly thank the community members who contributed to our Grain Drive this year. It was hugely successful. I would like to thank Craig Drum for setting up the NGR and for his promotion of the drive. The grain drive was initiated to aid the purchase of a new mower for the reserve surrounds. We received 85.74t in total which we sold to a value of \$24755.77. It is not all featured in this financial year, there will be a small carryover into the 22 financial year from this year's donations. We received 8.52t Canola, 2t Barley, 10.36t Oats and 64.86t Wheat. Again, a big thankyou to the donors.

Facilities hire, are the fees each main user group pays annually to use the facilities.

The facilities maintenance reimbursements of \$15000 was made up of a contribution of \$10000 that the ARCC made to the removal of the pine trees on the north and west side of the reserve. \$5000 was a contribution from Gorst Rural towards the new mower.

The Facility Maintenance Grant of \$6400 is the contribution ARCC make to us as a committee of management to conduct basic general maintenance on our facilities.

Expenditure:

Our significant Asset purchase was a Kubota 72" Diesel front mower with canopy and lights, \$27691. Gorst Rural had previously borrowed the mower for use around trial sites locally, so when asked if they would contribute to the purchase of a new one, they kindly offered up \$5000 and I thank Cam Conboy for his assistance with this. The balance came from the grain drive funds \$22 691. ARCC have covered the insurance for the mower.

That leaves us with a balance of \$2064.77 from the grain drive, and as a committee we have earmarked these dollars for asset purchase/facility development. Your generous donations will not be going into the day to day running of the reserve. We accept your grain donations very gratefully and rest assured we will be accountable.

Audit & compliance is for our annual audit fee to Mulcahy's. We also use XERO as accounting software and Mulcahy's do reimburse the subscription as a donation. Thank you to Mulcahy's and to Kelly Gellie for her assistance.

Cleaning consumables – toilet paper, soap, detergents

Professional Cleaning - we had all the buildings at the reserve sprayed for bugs & spiders. We also now have a monthly sanitation service.

Halls facility & maintenance, was the tree removal, servicing of the cool room, some plumbing and a new pump.

Insurance is for our contents

Licence Fees & registration is our annual statement to Consumer affairs Victoria

Rates & taxes – is the rural water levy we pay to ARCC for the use of the Reservoir.

At June 30th our account balance was \$22,176.

B. Robertson to pass and move Treasurers report and seconded by D.Carter

9. Election of new Committee [Reappointment], if applicable

C.Drum declared all the positions open and T. Harrison took Chair.

a) Chairperson/President

A.Brady nominated **Craig Drum** and seconded by D.Carter
REAPPOINTED

A. Vice Chairperson/President

J.King nominated **Andy Tucker** and seconded by A.Brady.
REAPPOINTED

B. Secretary

B.Robertson nominated **Jane King** and seconded by R.McKay.
REAPPOINTED

C. Treasurer

C.Drum nominated **Briony Robertson** and seconded A.Brady.
REAPPOINTED

D. Risk Officer

A.Brady nominated **David Carter** and seconded by B.Robertson.
REAPPOINTED

E. General Committee Members

C.Drum nominated P.Hartwich, D.Carter, A.Brady, H.Astbury, B.Robertson, J.King, C.Drum A.Tucker, K.Armstrong, R.McKay, I.Armstrong and R.Bibby. 12 in total All ACCEPTED Moved by C.Drum and seconded by J.King.

Representatives from Major User Groups:

New rep for Cricket - Ian Armstrong C.Drum nominated Ian Armstrong seconded by J.King.

New Rep for FOOTY – David Carter C.Drum nominated David Carter seconded by R.Bibby.

New Rep for Tennis - Karen Armstrong J.King nominated Karen Armstrong seconded by R.Bibby.

New Rep for Netball - Heidi Astbury J.King nominated D.Carter seconded by R.Bibby.

F. Grants Officer

C.Drum nominated **Karen Armstrong** and seconded by J.King

REAPPOINTED

10. Thanks to outgoing Committee of Management, if applicable

Max Vallance will resign from the committee. C.Drum thanked Max for his contribution on the committee.

11. Special business

OVAL

R.McKay discussed the management of the oval over the past year. He discussed his disappointment with the state of the ground over winter. There was poor grass cover and waterlogging. He'd been in discussion with Brad McClean and he was equally disappointed and was very keen to make amends.

Issues were:

- sewing too late
- poor quality of seed and therefore didn't germinate. 40% germination
- the lack of grass pulling moisture from the soil would've accentuated the water logging

Moving forward: PLAN

- Aerate the oval
- Spread with gypsum and sand to improve soil structure and help with drainage issues
- If waterlogging remains a problem, sub surface drainage may be required

Rob thanked Craig Drum, Ash Maconachie, Brad McClean and Ghorst for their guidance. Thanks to Ghorst for their ongoing financial support.

FEES

HIRE HALL

Hire of Hall Fees:

Hire of Hall Fee structure 2020 moving forward

½ day Hire (Day Time) = \$100

Hire of Hall to 1am = \$250

Hire of Hall after 1am = \$500

Meetings: -Charity = No charge

- Not for Profit = \$25

- Commercial = \$200

Cleaning COST: \$100

Everyone agreed that these fees were working. No need to change.

Discussion over Major Users annual Fees.

B.Robertson (TREASURER) recommended that the annual fees for the major users, especially for the TFNC may need to change due to COVID. TFNC only utilised facilities for 6 home games due to covid.

TFNC - \$7245, Cricket Club - \$3450, Tennis Club - \$805

Cricket and Tennis hopefully will still be able to use facilities going forward.

2021 FEE STRUCTURE FOR MAJOR USERS:

TFNC - \$5000

CRICKET - \$3450

TENNIS CLUB - \$805

B.Robertson was happy that this fee structure would cover all bills going forward.

Moved two motions:

- 1. Keep Hire of Hall fees the same as 2020 year.** Moved by B.Robertson and Seconded by C. Drum. All in favour.
- 2. For the 2021 season, we will reduce TFNC annual fee from \$7245.00 to \$5000 due to only using facilities for 6 home games due to COVID.** Moved by B.Robertson and seconded A.Tucker. All in favour.

12. Closure of meeting: 8:41pm

Not For Profit - Association Report

Tatyoon Recreation Reserve Inc
For the year ended 30 June 2021

Prepared by Mulcahy & Co Accounting Services

Contents

- 3 Income and Expenditure Statement
- 4 Assets and Liabilities Statement
- 5 Notes of the Financial Statements

Income and Expenditure Statement

Tatyoan Recreation Reserve Inc
For the year ended 30 June 2021

	2021	2020
Income		
Donations received	21,672	5,050
Facilities Hire - Tatyoan Cricket Club	3,450	3,450
Facilities Hire - Tatyoan Football Netball Club	3,000	7,245
Facilities Hire - Tatyoan Tennis Club	805	805
Facilities Maintenance Reimbursements	15,000	39,050
Facility Maintenance Grants	6,400	6,400
Hall Hire - Commercial	200	400
Hall Hire - Not For Profit	100	50
Total Income	50,627	62,450
Gross Surplus	50,627	62,450
Expenditure		
Asset Purchases	27,691	-
Audit & Compliance Costs	520	220
Catering Costs	-	221
Changeroom Expenses	-	52,407
Cleaning - Cleaning Consumables	716	966
Cleaning - Professional Cleaning	858	-
Electricity & Gas	4,978	7,496
Hall & Facilities Maintenance	15,028	9,040
Insurance	695	676
Licences, Fees & Registrations	59	308
Rates & Taxes	912	896
Total Expenditure	51,457	72,232
Current Year Surplus/ (Deficit) Before Income Tax Adjustments	(830)	(9,782)
Current Year Surplus/ (Deficit) Before Income Tax	(830)	(9,782)
Net Current Year Surplus After Income Tax	(830)	(9,782)

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

Assets and Liabilities Statement

Tatyoan Recreation Reserve Inc

As at 30 June 2021

	30 JUN 2021	30 JUN 2020
Assets		
Current Assets		
Other Current Assets		
Tatyoan Recreation Reserve Inc	22,176	23,006
Total Other Current Assets	22,176	23,006
Total Current Assets	22,176	23,006
Total Assets	22,176	23,006
Net Assets	22,176	23,006
Member's Funds		
Capital Reserve		
Current Year Earnings	(830)	(9,782)
Retained Earnings	23,006	32,788
Total Capital Reserve	22,176	23,006
Total Member's Funds	22,176	23,006

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

Notes of the Financial Statements

Tatyoan Recreation Reserve Inc For the year ended 30 June 2021

Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act Victoria. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

GENERAL MEETING Minutes FORM 5

To be submitted to Council's Municipal Recreation Officer within 14 days of meeting

Committee of Management: Tatyoon Recreation Reserve

Date of Meeting: Monday October 25th 2021

Time of Meeting: 7:35pm

Attendance: J.King, T.Brady, A. Tucker, R.Bibby, B.Robertson, C.Drum, K.Armstrong, H.Astbury

Zoom: T.Harrison, I. Armstrong, P. Hartwich,

Apologies: R McKay

Confirmation of quorum:

A quorum at any committee meeting shall be a majority of members of the committee. No business shall be conducted by the committee unless a quorum exists.

Confirmation of Minutes of Previous Meeting:

General Meeting Minutes circulated on 24.09.21 Moved by R.Bibby and seconded by T.Brady.

Item: Business Arising Out of the Previous Meeting			
Discussion – Business	Action Items	Responsible	Due
GMW WATER	Applied	C.Drum	In Progress
Hand towel	Do we still need this? Yes . 3 to be purchased for footy rooms. <u>Jane King to action</u>	J.King	In progress
Grants	<ul style="list-style-type: none"> Heating inside and outside of changerooms eg. Split systems inside and gas outside Successful and in second round <p>This was completed by footy and cricket clubs. Still waiting on response.</p> <ul style="list-style-type: none"> Shade grant – Do we really need this? Over all opinion not at the moment. All agreed to focus on new build. Solar system grant – will discuss when new building built then get solar <p>Wish list complete in Agenda.</p>	K.Armstrong	Completed
Fence on Netball Court	Adjourned to later	J.King	HELD
Powerpoint of New Social Rooms to produce at AGM	To produce a powerpoint to present to the community 'Why we need new social room?'	J.King	Completed

Disclosure of any pecuniary interest or conflict of interest of any member

Correspondence

Item: Correspondence – Inwards/Outwards			
Discussion – List Correspondence	Action Items	Responsible	Due
In: Facility Maintenance Grant letter	\$6400.00 for 2021 to 2022 financial year	B.Robertson	
In – Meeting organised with Food Safety Officer	6.10.2021 booked to meet at hall to check kitchen facilities	J.King	completed
In – Jon Wilksch BUILDER Invoice 27.9.2021 Jonro Constructions	PRE draft of New Social Rooms for Tatyoon using Bungaree Plans to aid. \$1000.00	J.KING	Completed

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Meeting Date Minutes are confirmed:

Chairperson Signature & Date:

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	Thanks to Jon who ensured he kept his price down as there was a bit of work that went into the initial plans. Understood that an architect will need to complete next phase for funding.	B.Robertson	
OUT: Community Forum: Powerpoint presented on ZOOM by committee from Tatyoon Hall. 30.08.2021 Due to covid restrictions	<p>Powerpoint presented to community using Zoom platform to inform community of Rec committees plans and goals moving forward. New Social Rooms at Tatyoon and why we need them. We told 'Our Story.'</p> <p>PARTICIPANTS logged on to ZOOM:</p> <p>Heidi Astbury Ian and Karen Armstrong Catherine Phillips Jo and Pete Armstrong Neal Robertson Amanda Brady Beck Stevens Darren and Kelly Gellie Jess Tucker Ask McConachie Timothy Barr Jayne Drum</p> <p>Committee present at Hall included:</p> <p>D.Carter, A.Brady, B.Robertson, J.King, C.Drum A.Tucker, CEO T.Harrison , R.McKay</p> <p>ZOOMED in from home: H.Astbury, K.Armstrong, I.Armstrong</p> <p>Apologies: M.Vallance, P.Hartwich</p>	<p>J.King</p> <p>C. Drum</p> <p>Sub Committee:</p> <p>D.Carter and A. Brady</p>	Completed

Moved by T.Brady and seconded K.Armstrong

Treasurer's Report

Financial report B.Robertson

Cheque Acc:\$24,466.11

B.Robertson discussed: Donations quite large. Thankyou to Kev and Bernie Fitzpatrick for \$250 and rest is grain from year before. Totalling \$1241.57

Cleaning costs includes new women's sanitary bins located around toilets. Mthly costs on bins through company FLIC.

Received another large invoice for coolroom. Hence, Hall and Facilities Maintenance account large this quarter. New compressor needed. D.Carter stated last compressor was in 2014. C.Drum thanked D.Carter for organising Gary Lewis to fix again. May look into getting another quote when coolroom breaks down. It's proving to be very expensive and unreliable.

Moved by B.Robertson and D.Carter

Adjourned Business

Sub-committee/Working Group reports (if any)

Agenda Items

Item: Agenda Items

1. Maintenance Undertaken (standing Agenda item)
2. Facility Good Governance implementation (standing Agenda item) - Food Safety Report. J.King met

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and passed Food Safety Audit. Few suggestions for future:

- Date labels on repackaged frozen food items
 - Jars of mayonnaise etc in fridge need to be thrown out if opened. Don't leave in fridge without label.
 - Alcohol wipes to be used to clean probe thermometer for food.
- Inspector is sending out booklet to record temps when canteen operating.
Eg. Fridge, heat temp of food and supplies

Jane King to action.

Mixer tap – tap hard to turn off in netball change room disable toilet. Tap has been left on twice and tank has been drained twice.

T.Harrison stated that the tap must meet regulations for a disabled toilet but agreed there might be an easier tap to utilise. K.Armstrong to follow up and action

3. Grants – Wish List for future grants using 5 year Plan as Guide

Discussion had over possible projects needed at reserve or repairs. List generated as follows:

WISH LIST FOR GRANTS

25.10.21 MOVING FORWARD

- Heating inside and outside netball building
- Landscaping 'Park LAND'
- Cricket roller
- Scoreboard
- Fence around oval
- Sand
- Continuing concrete pathway and seats
- Renew netball shed on west side eg. storage.

K.Armstrong will action this wish list when looking out for grants in the future.

A.Tucker commented that we don't just go for grants if we don't need the facility eg. Shade grant. Committee agreed that this wish list was a good plan to follow.

Further discussion on some of the wish list items:

Landscaping park land: North end of Reserve. What do we do with this area? Very long grass and I.Armstrong has sprayed this area but do we continue spraying? C. Drum thanked I.Armstrong. Do we look at grant for a possible footpath / parkland? Committee came to the following;

D.Carter stated that we need to put a fence up and get some sheep in to keep it down.

Gates and culvert need attention. C.Drum to contact Tim and get an idea from ARCC about culvert.

Church yard included and stock proof.

Fence would need to go wide of the trees near courts. R.Bibby will call local fencer and work through this and fence line and action.

Need to level ground. Drain needed.

Due to area been sprayed already R.Bibby's opinion was to burn it and clear it up. All agreed. R.Bibby to

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action:

Committee discussed that Bron Ferguson would be good to level area. B.Robertsson to action.
Committee decided it needed to be completed properly.

Fence around oval:

R.Bibby discussed fence around oval. Should we upgrade? Picket fence or plastic. Discussion that we wait for new building then decide but still a good goal for future.

Sand and Curing Twice a Year(Oval Maintenance):

H.Astbury – Would we potentially go for a grant for the oval again?

Discussion over state of oval in past year and how important it is to maintain.

Reserve needing to ensure we keep maintenance up.

R.Bibby – Are we going to ditch the couch grass or should we replant when GMW water comes?

Good for landscaper at the moment. Rye grass?

C.Drum stated his opinion of the different options of grasses. – Couch is better for summer - 60 to 70 percent full profile

Rye grass - 80 – 90 percent full profile

Couch does not need as much water.

C.Drum stated that we should sand it every year and we are not doing this. Maybe this is the option?

H.Astbury asked the question – ‘Why do we need to get it resurfaced in the first place?

D.Carter explained process of a possible resurface and why it is so expensive.

All agreed that the action from this discussion was that the oval maintenance needed to be a priority – In theory curing twice a year. Sand once a year.

H.Astbury – really stressed the importance of oval.

March and September would be a good time to sand and curing to take place. ARCC community grants available then as well. Might be a good option.

T.Brady – stated that after sand and curing then we could think about grass options. Lets see if this helps first.

R.Bibby – gypsum needed as well.

Ghorst always help with landscapers costs.

J.King to action letter to Gorst to thank them.

C. Drum will discuss with R. McKay and action curing and sanding the oval before Christmas.

General Business

NEW SOCIAL BUILDING – moving forward.

J.King stated that we need to set some clear motions and goals moving forward. We have now presented our plans to the community through our community forum/zoom presentation. We have only received positive feedback about plans.

Committee then moved the following motion.

Move a motion: J.KING and D.Carter move that:

We as a Tatyoon Recreation Reserve , on behalf of the wider community, will work with the ARCC and other relevant bodies to build a new community facility that will benefit all of our community and local sporting groups. All in favour.

J.King will action forwarding on the minutes to ARCC. Committee decided that the New building sub committee consisting of J.King, T.Brady and D.Carter will continue discussion with ARCC and T. Harrison. Then they will bring findings back to the next meeting. C.Drum stated that due to the new build there potentially will be a few more meetings than usual. All agreed.

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Drafted Plan of new facility presented on Tv: Ideas and changes that we will potentially discuss with architect in PHASE 1 of construction.

P.Hartwich – toilets - Have we got enough?

J.King - bbq area and landscape this area between facility and netball changerooms. No cars.

Female changeroom for umpires. This is an area we need to consider in grant process. Maybe change current footy bar and disabled toilet into other female facilities. Make this part of the big picture.

Bar – office door needed

Female treasurer and Female secretary currently - so therefore we need to maybe include female friendly areas for major grant. This will be a good selling point for facility usage.

Sub committee to meet with Tim. Asap.

Other items for General business:

Lawn mower sold:

C.Drum – \$2000 for green lawn mower that was sold. Cricket club 50% and footy club 50 %.

I.Armstrong stated that \$1000 credited back to cricket. This can be done with annual fees. R.Bibby stated it can be credit back to footy – TFNC would like to see this money be directed into the oval improvements fund. Eg sand and curing maintenance. Treasurer B.Robertson to action.

Carpet in the visitors room

D.Carter discussed potentially laying new carpet in visitor footy changerooms – quote \$1600

Move motion – D.Carter moved motion to put carpet in visitor room in footy changerooms.

Seconded T.Brady. All agreed. D.Carter to action.

Bees near courts

Tom North to get rid of Bees \$150. B.Robertson

C.Drum thanked everyone that attended the working bee on Thursday night . Rob McKay has been doing a fantastic job on oval. Technique is excellent.

K.Armstrong. Should we ask council if they can do some of the mowing especially when grass growing quickly. J.King to Action

B.Robertson – Do we need a bigger shed for mowers. All agreed that it is suitable since one mower has been sold.

A.Tucker – Old tennis shed. Is it actually required? Sheds is utilised as covered area for score in netball season. ARCC to remove shed maybe due to being asbestos. OHS issue.

J.King to action

Dream shed design - storage and shed. Add to wish list when we know what we want. B.Robertson to action a design from Netballer opinions.

Next Meeting: Date: Early Dec

Time: Venue: Hall

Closed:8:47pm

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Tatyoon

Tatyoon Recreation Reserve Inc - Profit and Loss

Profit and Loss

Tatyoon Recreation Reserve Inc

12 July 2021 to 31 October 2021

31 Oct 21

Income

Facilities Hire - Tatyoon Football Netball Club	5,000.00
Facilities Maintenance Reimbursements	6,400.00
Hall Hire	250.00
Total Income	11,650.00

Gross Profit

11,650.00

Plus Other Income

Donations received	1,241.57
Total Other Income	1,241.57

Less Operating Expenses

Audit & Compliance Costs	(140.00)
Cleaning - Cleaning Consumables	100.00
Cleaning - Professional Cleaning	264.00
Consulting Charges	1,100.00
Electricity & Gas	2,614.36
Hall & Facilities Maintenance	1,515.24
Licences, Fees & Registrations	60.10
Total Operating Expenses	5,513.70

Net Profit

7,377.87

Acc Balance ✖ \$ 24 466.11.

Tatyoon Recreation Reserve Inc Transactions

Tatyoon Recreation Reserve Inc From 12 Jul 2021 to 31 Oct 2021

Date	Type	Transaction	Reference	Debit	Credit
11 Jul 2021		Opening Balance		22,088.24	
16 Jul 2021	PAY	CHS Broadbent		1,241.57	
6 Aug 2021	PAY	Red Energy			1,340.67
6 Aug 2021	PAY	Mulcahy & Co		360.00	
20 Aug 2021	PAY	Flick			88.00
27 Aug 2021	PAY	Mulcahy & Co			220.00
27 Aug 2021	PAY	Mulcahy & Co			220.00
31 Aug 2021	PAY	Mulcahy & Co		220.00	
3 Sep 2021	PAY	Consumer Affairs Victoria			60.10
7 Sep 2021	PAY	75BC			100.00
27 Sep 2021	PAY	Jonro Construction			1,100.00
27 Sep 2021	PAY	Flick			88.00
29 Sep 2021	PAY	Bernie Fitzpatrick		250.00	
30 Sep 2021	PAY	ARCC		6,400.00	
11 Oct 2021	PAY	Flick			88.00
20 Oct 2021	PAY	Red Energy			1,273.69
22 Oct 2021	PAY	Garry Lewis Refrigeration			1,515.24
Total				8,471.57	6,093.70
31 Oct 2021		Closing Balance		24,466.11	

Balance Sheet

Tatyoan Recreation Reserve Inc
As at 25 October 2021

25 OCT 2021

Assets

Bank

Tatyoan Recreation Reserve Inc	24,466.11
Total Bank	24,466.11

Current Assets

Accounts Receivable	5,000.00
Total Current Assets	5,000.00

Total Assets	29,466.11
---------------------	------------------

Net Assets	29,466.11
-------------------	------------------

Equity

Current Year Earnings	7,289.87
Retained Earnings	22,176.24
Total Equity	29,466.11



Ararat - 3347

ARARAT RURAL CITY
RECEIVED

28 SEP 2021

Ararat Rural City

ANNUAL FINANCIAL REPORT TEMPLATE**FORM 10**COMMITTEE NAME: WARRAK PUBLIC HALL COMMITTEE

Please complete the following and return to Council immediately. Please provide copies of current certificates where necessary:

Incorporation and Insurance Details:		
Incorporation (if held):		
ABN (if held):		
Policy Type	Insurer and Policy Number	Policy Coverage Amount
Contents Insurance (if held):		\$
Financial Information:		
What is your typical annual turnover: ie. Total income and total expenses for a year. Please complete the following table		
Financial Statement		
For end of financial year:	<u>30-6-2021</u>	(Insert end of year date) <u>2021</u>
Income		\$ Amount
Trading Receipts (sales, merchandise, etc)		
Memberships/fees/subscriptions for members		
Fundraising receipts		
Grants (Government/Corporate)		<u>2400-00</u>
Donations		
Sponsorships		
Bank Interest Received		
Gate Takings <u>HALL HIRE</u>		<u>90-00</u>
Other income (specify) <u>SALE CHAIR</u>		<u>25-00</u>
Total Income (A)		\$ <u>2515-00</u>
Expenditure		
Trading costs (eg. Bar stock, merchandise, etc)	<u>Christmas - Comm. Exps</u>	<u>70-00</u>
Rent/hire (hall, meeting room, equipment, etc)	<u>Petty Cash</u>	<u>100-00</u>
Water, rates, gas, electricity, insurance, etc		<u>703-54</u>
Salaries and Wages		
Superannuation		
Workcare <u>Food Handlers Course (x2)</u>		<u>260-00</u>
Office expenses (stationery, postage, phone, etc)		
Fundraising costs		
Bank fees and charges		
Provision for Capital/Asset replacement (eg. Buildings, facilities, courts, etc)		
Other (specify) <u>Notice Board / Photo Framing</u>		<u>870-00</u>
<u>Electrician - Hand Dryers</u>		<u>450-00</u>
Total Expenditure (B)		\$ <u>2453-54</u>

		Surplus (A minus B)	\$
What was your current Asset balance at <u>30-6-2021</u> (insert end of year date); Please complete the following table			
Assets		\$ Amount	
	Cash in hand or in the bank	14637-18	
	Value of the Stock on Hand		
	Amounts owed to debtors		
	Property, equipment, furnishings	6000-00	
	Investments (eg. Term deposits)		
	Investment for Asset Replacement		
	Other (specify)		
		Total Assets (C)	\$ 20637-18
Liabilities			
	Amounts owing to others (Creditors)	—	
	Loans (outstanding balance)	—	
	Provision for Asset Replacement	—	
	Other (specify)	—	
		—	
		Total Liabilities (D)	\$ —
		Equity (C minus D)	\$ 20637-18

WARRAK PUBLIC HALL COMMITTEE

COMMONWEALTH BANK ARARAT

30-6-2020 - 30-6-2021

Balance 30-6-2020 \$ 14 575 - 72

Income \$ 2515 - 00

\$ 17 090 - 72

Expenditure

\$ 2453 - 54

Balance 30-6-2021 \$ 14 637 - 18

Treasurer

B. SHANDERS

Ph 53543208.

WARRAK PUBLIC HALL COMMITTEE

30-6-2020 - 30-6-2021

Balence 30-6-2020 14575.72

Income

30-9-20	ARRAT RURAL CITY	2400 - 00
1-12-20	HALL HIRE	20 - 00
5-3-21	SALE CHAIR	25 - 00
8-6-21	HALL HIRE	20 - 00
17-6-21	HALL HIRE	50 - 00

\$ 17090 - 72

Expenditure

2-9-20	Tango Energy	143 - 97
16-1-20	Petty Cash	50 - 00
16-11-20	S Strater Electrician	450 - 00
1-12-20	Community Christmas	70 - 00
1-12-20	Tango Energy	171 - 63
1-12-20	Food Handlers Course (2)	260 - 00
22-2-21	Petty Cash	50 - 00
4-3-21	Photo Framing - War Mem Photo	140 - 00
5-3-21	Tango Energy	190 - 19
12-3-21	Tint King - Notice Board	400 - 00
25-5-21	Tango Energy	197 - 75
10-6-21	A C Sigttek - Arrarat	330 - 00

Bal 30-6-2021 \$ 14637-18

Petty Cash on Hand \$30-00

Donations

Dishwasher

MR L WATKINS

Public Ad System

MR L WATKINS

Cupboard-PAS

MR B HARGREAVES

Constructed by

MR S PILGRIM

Christmas Tree

MR B HESTER

Constructed by

Thank you

Westmere Progress Association report of receipts and payments
For the 2020 / 2021 financial year

Opening balance 01 July 2020

Bendigo Bank account Lake Bolac	489.85	
Bendigo Bank account Ararat	5348.99	
costs to be refunded	-129.22	
plus petty cash	23.70	
Total		5733.32

Income

Date	Deposited	Payer	Item	Details	Income
	BB ArCouncil	Bendigo Bank	Interest	total of monthly interest	1.63
1-Nov-20	BB LB	ATO	BAS	2019/20 gst refund	8.00
30-Sep-20	BB ArCouncil	Ararat Council	Grant	2020/21 maintenance grant	2400.00
			Total income		2409.63

Expenses

Date	Cheque number	Payee	Item	Details	Total
14-Jul-20		Origin - hall	Electricity		8.33
16-Jul-20		Origin - rec	Electricity		68.55
10-Sep-20		GWM Water	Water rates		29.23
28-Oct-20		Origin - hall	Electricity		108.33
06-Nov-20		Origin - rec	Electricity		127.86
06-Nov-20		GWM Water	Water rates		29.23
20-Jan-21		Origin - rec	Electricity		139.78
20-Jan-21		Origin - hall	Electricity		127.86
01-Mar-21		GWM Water	Water rates		33.16
26-Apr-21		Origin - rec	Electricity		155.05
26-Apr-21		Origin - hall	Electricity		125.20
29-Apr-21		GWM Water	Water rates		29.23
			Total expenses		981.81

Surplus for the year to date **1427.82**

Closing balance 30 June 2021

Bendigo Bank account Lake Bolac	497.85	
Bendigo Bank account Ararat	6639.59	
plus petty cash	23.70	
Total		7161.14

Anthony Casanova
11 October 2021

Willaura Hall General Meeting
19/08/2021 @ 8.00pm

PRESENT. A Byron, R Jenkinson , A Millear , A Evans, G McInnes, V Albert, J Filliponi ,
Dr T Harrison.R Patterson

APOLOGIES R Laidlaw . Moved A Evans , R Patterson.

MINUTES APPROVED. Moved A Millear V Albert

BUSINESS ARISING Nill

TREASURERS REPORT. Total cash on hand \$3541.27
Sandhurst Investment account closed

Payments.	Kitchen thermometer	\$51.00
	Origin energy.	306.06
	GWM water.	83.07
	John Thomas Electrical.	19814.80

Moved R Jenkinson ,A Evans.

CORRESPONDENCE. Nill

GENERAL BUSINESS. * A food thermometer has been purchased

* Michelle Wood has inspected the kitchen and has issued a certificate of compliance as a Food handling premise. A working operation reference manual has been compiled with the necessary forms to complete for safe food handling . Michelle has offered to provide in house training (free of charge) to any person or group for food handling.

* The west side of the hall has been subject to serious water ingress on servers rainfall events. Inspection has taken place by RCA , a plumber has been engaged to rectify drainage problems an an electrician to replace damaged lights under eaves and internal exit signage inside the hall.

* A new TV and wi-fi has been installed in the supper room for Comunity use . ARC are to cover the entire cost of installation and running costs. This is now a great asset for our community, Manny thanks.

*Some future bookings for the hall have been made , subject to ongoing COVID restrictions !! Some may be a good opportunity for some fundraising.

* A discussion re charging a Hall Hire bond where necessary . It was moved " A bond of \$500.00 may be charged at the discretion of the hall executive. Patrons may also be advised an invoice for additional cleaning at commercial rates will be charged if necessary ."

Moved R Patterson. V Albert. Carried

* After some discussion it was moved "Hall Hire charges will remain at \$ 190 .00 and \$250.00for the picture screen and associated equipment,to be reviewed at the 2022 AGM" Moved A Evans, G McInnes. Carried

* Committee to investigate upgrade of kitchen stove to a more modern industrial unit.

Meeting closed 8.45pm.

Next Meeting AGM On 7th October if COVID conditions permit.

Willaura Hall General Meeting
21/10/21 @ 8.00pm

PRESENT. A Millear R. Jenkinson, N Vanderwerf, A. Byron, A Evans,
V Albert, D McRae, Dr T Harrison, J Filliponi

APOLOGIES. R Laidlaw, G McInnes. Moved A Evans, V Albert

BUSINESS ARISING. Nil

TREASURERS REPORT. ARC a/c. \$4212.24. IN \$2400.00 Maint. Grant.
Willaura a/c \$ 1979.06

Moved R. Jenkinson. N Vanderwerf

CORRESPONDENCE. Nil

GENERAL BUSINESS. *It was moved a blue ray / DVD player be purchased for hall
Use to the value of \$100.00
Moved R Jenkinson. N Vanderwerf
*It was moved the kitchen be available for casual hire to
Erica & Scott at a fee of \$30.00 per day. Future requests to be
Negotiated on their merit. Moved N Vanderwerf, A Evans
* Electrical work-to replace water damaged lights not yet
Complete.

Meeting Closed 8.33pm

Next Meeting December 2 at 8.00pm

Willaura Hall AGM
8.35pm 21/10 21

PRESENT. A Millear , R Jenkinson , N Vanderwerf, A Byron,A Evans,
V Albert,D McRae, Dr T Harrison,J Filliponi

APOLOGIES. R Laidlaw, G McInnes

MINUTES APPROVED. A Millear VAlbert

TREASURERS REPORT. Attached. Ararat a/c. \$ 1729.06
Willaura a/c \$ 2201.31

CORRESPONDENCE Presidents Report attached.

GENERAL BUSINESS. Election of office bearers . Dr Tim Harrison took the
Chair for the election of office bearers and
Committee for the coming year.

President	A Evans.	Moved A Byron R Jenkinson
V. President	A Byron.	Moved V Albert N Vanderwerf
Sec. Treas.	R.Jenkinson	Moved A Millear V Albert
Committee	A block nomination of previous committee and welcome D. McRae to the group.	Moved A Byron A Evans

Meeting closed 8.50pm

Next Meeting TBA

Willaura Hall Balance Sheet
30/6/20 30/6/21

Willaura a/c. 633000 123792798

INCOME.		EXPENSE	
Meetings.	40.00.	Project	19814.80 (M.Peel Electrical)
Functions.	430.00		
Goods Hire.	176.00		
Donation.	100.00		
Transfer.	8245.33.	Sandhurst Investment a/c	

Total.	8991.33.	Total.	19814.80
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Opening Balance.	12552.53
Total income.	8991.33

Total.	21543.86
--------	----------

Total Expense.	19814.80
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Closing Balance.	1729.06
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Ararat a/c. 633000.158847533

INCOME.		EXPENSE	
ARC Maint Grant.	2400.00.	Power.	863.55
Bank Intrest.	.68.	Water.	331.07
		Sundry.	1412.28. (931.00 M P)
Total.	2400.68.	Total.	2606.90

Opening Balance.	2407.53
Total Income.	2400.68

Total.	4808.21
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Total	2606.90
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Closing Balance.	2201.31
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Found to be true and correct from information provided
Ron Jankin

Sandhurst Investment a/c closed . All funds transferred to Willaura a/c to pay for projector and screen project.

President's Report 21/10/2021

As we have almost completed another calendar year, with Covid 19, affecting our lives as we knew it.

I'm grateful, that locally, the majority of people have stayed well with health.

Unfortunately, from the hall users, again this year, most events planned, were again, postponed, or cancelled.

During the previous 12 months...

...Major repairs have been completed to the stage ceiling.

...Stage curtains, have been cleaned.

...Ararat Rural City Council, have provided full funding, for supply and installation, of a flat screen TV, for live streaming, including WI FI.

...The kitchen has been registered, for safe food handling.

...Completion of projector and screen. And commissioned.

Most of the upgrades have been fully supported by Council.

And again Councils ongoing maintenance funding towards the hall is greatly appreciated.

Thank you to Dr. Tim Harrison, for making the time to travel to Willaura and attend most of our scheduled meetings.

I'd also like to acknowledge Jeff Filliponi, who has recently moved to Willaura, and become involved with our community, including the hall.

Thank you to all committee members for support at meetings and hall maintenance.

Looking forward to, 2022 for a positive year.

Andrew Byron.



Willaura Hall General Meeting
2/12/21 at 8.00pm

PRESENT. A Millear, R Jenkinson , A Byron, A Evans, R Laidlaw, J Filliponi,
D McRae , Dr T Harrison.

APOLOGIES R. Patterson, V Albert, G McInnes
Moved A Millear, A Byron.

MINUTES APPROVED Moved D McRae, A Byron

BUSINESS ARISING. DVD player has been purchased
Electrical work on water damaged lighting complete.

TREASURERS REPORT. ARC a/c. 3670.62
Willaura a/c. 2349.06

Accounts Paid.	ARC Kitchen Rego.	97.50
	GWM Water.	79.56
	Origin Energy.	264.63

Moved R Jenkinson J Filliponi

CORRESPONDENCE Nil

GENERAL BUSINESS.* It was moved that the 24 water carafes from the Willaura
Uniting Church be kept at the hall for community use.

Moved R Laidlaw , D McRae

*Borrowing items from the hall — new committee members
Were updated with the lending policy ie. the caretaker be
Notified at the time items are borrowed and returned to
The hall. A register is kept for this purpose .

Meeting Closed 8.25pm

Next Meeting. 3/2/22 (Meetings are held on the first Thursday of every even
Month at 8.00pm at the hall)

Willaura Recreation Reserve
General Meeting 20/9/21 at 6.00pm

PRESENT. D.Shalders , R Jenkinson , K Gleeson, P Platten, R Townsend ,
S Kumnick

APOLOGIES. A. Gray , Dr T Harrison.

MINUTES CONFIRMED. R Jenkinson. K Gleeson

BUSINESS ARISING. Nil

CORRESPONDENCE. GWM Water request to extend Agreement for a further
6 months.

TREASURERS REPORT No report

GENERAL BUSINESS * It was moved that we extend the agreement with GWM
By 6months to end by 31 March 2022
D Shalders J Platten
* It was moved D Shalders take 15 stools for recovering to
N Finleyson Apolstery in Camperdown. As quoted
\$140.00 +GST. Each. R Townsend. R Jenkinson
* D Shalders gave a brief progress report on the Rec club
Rooms. He has ordered timber for the bar top and has
Investigated a suitable finish for same.

Meeting Closed. 6.45pm

Next Meeting. TBA

Willaura Recreation Reserve General Meeting

21/10/21 at 6.30pm at Willaura Hall

PRESENT. D. Shalders, R.Jenkinson , A.Gray, K.Gleeson,P Platen, S Kumnick ,
Dr T Harrison.

APOLOGIES R Townsend.

CONFIRM MINUTES. Approved

BUSINESS ARISING Nill

CORRESPONDENCE In
Out. GWM Water To extend agreement for 6 months to March 31
2022 .Seasonal conditions apply.

TREASURERS REPORT. Total COH. \$128094.10 Moved A Gray K Gleeson.

GENERAL BUSINESS * Bar stools—bases have been painted

Seats to Camperdown for re Apolstery as per quote.

*Leroy has acquired timber for bar tops and is having them
Prepared for fitting

*10 amp power point outside kitchen door to be upgraded to15
Amp.

*An enquirer Erica & Scott to use the kitchen when completed .

* .Meeting to be organised to work out conditions of use with
committee.

*Contact Brad McLean re oval requirements for this season.

* Matt Peel has been engaged to repair faulty campers power
Outlets, and light in pump shed.

* Karen to follow up with Matt Harris re painting facade brickwork
Of club rooms.(Quote)

* Seasonal maintenance—grass cutting and poisoning weeds
Under way.

* A brief update of project given .Still work to be done ,fitting off
In progress , kitchen fit out nearly done etc.

Meeting Closed 7.08pm.

Next Meeting TBA

WILLAURA REC COMMITTEE - TREASURERS REPORT

Thursday 21st October 2021

Term Account 170711493	\$70,790.15
ARCC Account 158842393	\$11,153.08
Willaura Rec Reserve 123885220	\$33,437.66
Community Meals Account 161802145	\$12,713.21

Cumulative Closing Balance - 21.10.21	\$128,094.10
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Willaura Recreation Reserve AGM
21/10/21 at 7.10pm at Willaura Hall

PRESENT. D. Shalders , R.Jenkinson ,A Gray, K Gleeson, P Platen, S Kumnick,
Dr Tim Harrison

APOLOGIES. R Townsend

CONFIRM MINUTES

BUSINESS ARISING. Nil

CORRESPONDENCE. Nil

TREASURERS REPORT. Cumulative Closing Balance. \$128094.10
Report attached

PRESIDENTS REPORT . Another full and successful year . Building /renovation of the club rooms progressing well . Completion is expected in November 2021. Progress has been slow due to Covid restrictions etc. Ongoing maintenance continues to keep the reserve precinct in good order. Visitors have continued to come and use the caravan facility adhering to strict Covid conditions .I would like to thank the Ararat Rural City, Dr Tim and his team for their ongoing support in these difficult times. We will be in good shape coming out of Covid restrictions for the up coming sporting season , and hope to provide Friday night community meals as we have done previously. Thanks to the outgoing committee for their support and good work for what we have achieved this year under challenging conditions .

GENERAL BUSINESS. All positions declared vacant, Dr Harrison was invited to Conduct election of office bearers.

President D Shalders.	Moved R Jenkinson.A. Gray
Secretary. R Jenkinson.	Moved. A Gray. K Gleeson
Treasurers A Gray.	Moved. K. Gleeson. P Platen
Assistant Treasurer K Gleeson.	Moved Gray R Jenkinson
Committee. Block nomination J Platen S. Kumnick R Townsend were all dually elected with power to add.	

Meeting closed 7.30pm
Next Meeting TBA

WILLAURA REC COMMITTEE - TREASURERS REPORT
Thursday 21st October 2021

Willaura Rec Reserve Account 123885220

Opening Balance - 01.07.2020	\$25,231.14	
Income		
Donations	\$6,904.00	
MWFNC Various	\$5,000.00	
Lions Club Room Hire		
MWFNC Fees 2018		
Lions maintenance fee 2018		
Pitch:Music Festival (20.09.19)		
GWM	\$4,410.00	
	\$16,314.00	
Expenses		
GWM Water	\$571.31	
Gorst Rural	\$170.00	
Elgas	\$418.79	
Origin	\$5,816.46	
Fire	\$132.50	
	\$7,109.06	
Closing Balance 30.06.21	\$34,436.08	\$0.00
Outstanding Invoices		
35: MWFNC Finals Gate Dividend 2017 (66%)	\$0.00	\$1,000.00
MWFNC Fees 2019	\$0.00	\$2,300.00
MWFNC Gate 2019	\$0.00	\$650.00
	\$0.00	\$3,950.00
Commitments		
nil	\$0.00	
	\$0.00	
Nett Position	\$34,436.08	

WILLAURA REC COMMITTEE - TREASURERS REPORT
Thursday 21st October 2021

ARCC Account 158842393

19/20

Opening Balance - 1.7.20 \$5,351.10

Income

Interest \$1.74 \$ 6.42

ARCC Grant 2020-2021 (30.09.20) \$4,000.00

\$4,001.74

Expenses

Country Lawns \$2,200.00

\$2,200.00

Closing Balance - 30.06.2021 \$7,152.84



Annual General Meeting of the Yalla-Y-Poora Community Centre Committee of Management

Date: 22/11/21

Time: 7:00pm

Venue: Yalla-Y-Poora Community Centre

1. Welcome: Simon Barr

Chairperson:	Tim Harrison
Minute taker:	Suzanna Christie
2. Present:	Tim Harrison, Simon Barr, Amy Barr, Melissa Hope, Michael Hope, Suzanna Christie, Troy Smith, Heather Phillips, John Foster, Jack Armstrong, Annie Fraser, Pete Armstrong
3. Apologies:	Amanda Brady, Rod and Mopsy Laidlaw, Al Fraser, Ema Smith, Lucy Laidlaw

Confirmation of quorum: Yes

A quorum at any committee meeting shall be a majority of members of the committee. No business shall be conducted by the committee unless a quorum exists.

Attendance and Apologies moved firstly by A.Barr and seconded by H.Phillips

4. Confirmation of the Minutes of last Annual General Meeting:

Not applicable (as last meeting held in 2014)

5. Annual Management Report: Simon Barr

- President S.Barr provided background story of YYP, from school opening in 1956 to present day use as the YYP tennis club courts. Courts have only been resurfaced once since being built in 1990. The YYP hall is also used for local CFA meetings.
- S.Barr approached Council this earlier this year about getting them to remark lines and fix cracks in the court. Council happy to attend to these requirements. Both to be done in coming weeks.
- Council also agreed to replace external lock on main door of hall.
- Nil maintenance has been carried out during the last financial year.

Chairperson Signature & Date

6. Annual Financial Report: Amy Barr

Incorporation and Insurance Details:		
Incorporation (if held):		
ABN (if held):		
Policy Type	Insurer and Policy Number	Policy Coverage Amount
Contents Insurance:		\$
Financial Information:		
What is your typical annual turnover: <i>ie. Total income and total expenses for a year. Please complete the following table</i>		
Financial Statement		
For end of financial year:		2020/2021
Income		\$ Amount
	Trading Receipts (sales, merchandise, etc)	
	Memberships/fees/subscriptions for members	
	Fundraising receipts	
	Facilities Maintenance Grant (Council)	2400
	Donations	
	Sponsorships	
	Bank Interest Received	
	Gate Takings	
	Other income (specify)	
Total Income (A)		\$2400
Expenditure		
	Trading costs (eg. Bar stock, merchandise, etc)	
	Rent/hire (hall, meeting room, equipment, etc)	
	Water, rates, gas, electricity, insurance, etc	868.62
	Salaries and Wages	
	Superannuation	
	Workcare	
	Office expenses (stationery, postage, phone, etc)	
	Fundraising costs	
	Bank fees and charges	
	Provision for Capital/Asset replacement (eg. Buildings, facilities, courts, etc)	
	Insurance for Community Fire Truck	219.68
Total Expenditure (B)		\$1088.3
Surplus (A-B)		\$1311.70

Chairperson Signature & Date

What was your current Asset balance at _____ (insert end of year date): Please complete the following table

Assets		\$ Amount
	Cash in hand or in the bank	8262.23
	Value of the Stock on Hand	
	Amounts owed to debtors	
	Property, equipment, furnishings	
	Investments (eg. Term deposits)	
	Investment for Asset Replacement	
	Other (specify)	
Total Assets (C)		\$8262.23
Liabilities		
	Amounts owing to others (Creditors)	
	Loans (outstanding balance)	
	Provision for Asset Replacement	
	Other (specify)	
Total Liabilities (D)		\$
Equity (C-D)		\$8262.23

Chairperson Signature & Date

7. Proposed Activities and Budget for the Upcoming Year: Simon Barr

Activities proposed for the upcoming year:

1. Cracks in the courts filled and court lines remarked. This is to be completed by Council in coming weeks.
2. Fix seals in toilet – to be completed by Council in next week.
3. Replace external lock on main entrance door to hall.
4. Lop several of the blue gum tree branches around the hall and court.
5. Tidy up of store room in coming months – will put a public message out to locals to see if they would like any of the school memorabilia.
6. Replace sandpit shade cloth and new sand for sand pit
7. Look at grants for a new playground for facility
8. Repaint/re-floor hall

How will the Committee fund any of the proposed works?

ARCC to fund/organise workers for the following: Cracks in courts, line remarking, seals in toilet, replace external lock, organise for tree branches to be lopped, replace sandpit shade cloth.

Committee to consider fundraising (sheep drive, community dinners) to fund other proposed activities

Suzanna to look into grants for playground.

8. Election of new Committee

Simon Barr declared all positions vacant.

Simon Barr thanked the outgoing Committee members and called for nominations for the following positions:

Chairperson/President: Simon Barr		
	Nominated: Heather Phillips	Seconded: Melissa Hope
Vice Chairperson/President: Jack Armstrong		
	Nominated: Annie Armstrong	Seconded: John Foster
Secretary: Suzanna Christie		

Chairperson Signature & Date

	Nominated: Amy Barr	Seconded: Simon Barr
Treasurer: Amy Barr		
	Nominated: Suzanna Christie	Seconded: Melissa Hope
General Committee Members:		
Simon Barr nominated: Melissa Hope, Michael Hope, Troy Smith, Heather Phillips, John Foster, Annie Fraser, Pete Armstrong, Amanda Brady, Rod and Mopsy Laidlaw, Al Fraser, Ema Smith, Lucy Laidlaw 13 in total - ALL ACCEPTED		

As Caroline Laidlaw is stepping down as secretary of Yalla Y Poora Community Centre, she needs to be taken off as signatory on the bank account. Amy Barr, the incoming secretary, is to be replaced as signatory on the bank account.

9. Special business

1. Discussion regarding if YYP Tennis Club and YYP Community Centre need to be separate. Tim Harrison stated they dont need to be, from next meeting they will be one entity but will continue to have their individual bank accounts. Tim Harrison to write a letter suggesting a formal offer from Council to incorporate the two bodies.
2. Ideas put forward in how we can use the facilities for other reasons/groups/events. Ideas such as playgroup, Bullants and Gumnuts ball, community dinners were suggested.
3. We need to change signatories on bank account – A. Barr and S. Christie to organise.

10. Meeting Dates for the Next 12 Months

Next Meeting to be held at completion of tennis year (March 2022)

Next AGM Nov 2022

11. AGM closed at: 7:55 pm

Chairperson Signature & Date