

INVERGORDON RECREATION RESERVE & COMMUNITY HALL COMMITTEE OF MANAGEMENT

GENERAL MEETING MINUTES

Wednesday 10 April 2013, commencing at 7:30pm at the Community Hall, Batey Drive, Invergordon

1. Welcome: President Max Wright welcomed all to the General Meeting and declared the meeting opened.

2. Present:

(CoM Members) As noted in table below

(Moira Shire) Cllr Alex Monk

(Guests) Dot Brown, Neville Brown, Ruth Ferguson, Helen Osborne & Vin Manly

Apologies: Susan Cooper, Bob Green & Dylan Robinson

Attendance Record:

Committee Members	17/10/12	09/01/13	10/04/13	10/07/13
President: Max Wright	√	√	√	
Secretary: Rick Orr	√	√	√	
Treasurer: Rose Parish	√	√	√	
Community Church: Laurie Morley	√		√	
Community Church: Mark Rumble	Apology	Apology		
Community Rep: Susan Cooper	√	√	Apology	
Community Rep: David Ferguson	Apology		√	
Community Rep: Neil Fry	Apology	√	√	
Cricket Club: Bob Green	√		Apology	
History Hall: Doug Brown	√	√	√	
History Hall: Jenny Burkitt	Apology	√		
Indoor Bowls: Joyce Crichton	√		√	
Indoor Bowls: Shirley Clarke	Apology		√	
Councillor: Helen Buck	√			
Councillor: Alex Monk		√	√	
Moira Shire Representative	√	√	Apology	

3. Declaration by Committee members of any interest or conflict of interest.

None declared

4. Minutes of the previous meeting: Minutes of the meeting held on 09 January 2013 were confirmed as circulated. **Moved Doug / Neil - Carried**

5. Business arising:

- **Max & Rick** will ensure the FICR & CWF forms up to date and submitted to the Shire in a timely manner.
- **Neil** has paint for the tennis court lines and will work with **Max** to have the weeds sprayed.
- **Joyce & Shirley** reported that they are currently in the process of organising the required Public Liability Certificate of Currency

- **Rick** to source a First Aid kit.
- **Doug** will organise the supply & installation of an outside Notice Board.
- **Rick** will organise defibrillator training with the relevant user groups.
- **Rick** to write the Cricket Club requesting that a representative who can attend meetings be nominated, given that Bob Green has been unable to attend meetings, due to work commitments.
- **Rick** to write to all of the User Groups, reminding them of their obligations to ensure the rooms are clean and tidy after each use, and to report issues, if any, to the Committee Executive. The User Groups also need to be reminded that their annual fees need to be paid in a timely fashion.
- Awaiting information back from **Dylan Robinson** re options for the playground repair.
- The rain water supply has had two loads added to it.
- Rick has been added as a cheque signatory, and online reporting access to the cheque account has been set-up.
- The alarm sensor has been fitted to the 'Cricket Room'.
- New metal grills have been fitted to the 'Cricket Room' windows.
- The 'free' tennis club lights are being utilised.

6. Correspondence:

The listed correspondence was received and accepted. **Moved Doug / Max - Carried**

7. Reports:

- **President:**
Items have already been covered in Business Arising
- **Secretary:**
Items have already been covered in Business Arising
- **Treasurer:**
 - The finance report was accepted as presented. **Moved Rose / Rick - Carried**
 - It was noted that the electricity refund has been received, but in turn Origin have revised the account and had an "actual" reading done, which resulted in a bill of over \$400.

8. Agenda Items:

- It was **agreed** that shade trees, repairing the fence, playground repairs and fixing the roof on the main hall are the priority items for Committee over the next twelve months.
- **Rick** to arrange for Shire Arborist to come to out and advise on planting of shade trees.
- **Rick** to arrange for L & J Webb Fencing of Numurkah to come and inspect the fencing and provide a quote.

9. General Business:

- **Rick** to organise for the air conditioning units to be serviced. It was suggested that Doug Larkin from Numurkah should be tried, if available.
- **Max/Neil** to do a count of the trestle tables & chairs, and if required, arrange for the purchase of additional units.
- **A working bee** is to be held on Sunday 21 April, commencing at 1pm, to do a general clean-up.

- **Helen Osborne** gave details on the Invergordon website. **Rick** will send copies of approved minutes and agendas to be added to the site.
- **Neil** gave a maintenance report. It was **agreed** that Neil be engaged to repair the kitchen and white ant damage.
- **Nev Brown** will investigate making an 'A' Frame signs advertising the History Hall, to go out on Tungamah & Katamatite Roads.

10. **Next Meeting:** Wednesday July 2013, commencing at 7.30pm.

11. **Meeting Closed** at 9.00pm

A handwritten signature in black ink, appearing to read 'M. W. H.', is written above the 'Confirmed:' label.

Confirmed:

Date:

10-7-13