

CAPTAINS FLAT COMMUNITY ASSOCIATION

MEETING

7.00pm WEDNESDAY, 15 APRIL 2009

MINUTES

1. *Attendees and Apologies*

Peter Marshall (Chair), John Sandow (Secretary), Judy Cross, Heather Jones, Chris Sandow
Apologies: Anita King, Katrina Gamble

2. *Minutes of previous meeting*

Accepted [Chris Sandow; seconded Judy Cross]

3. *Business arising* (From the March Action List)

Mtg REF	WHAT	WHO	PROGRESS
21 Aug 2008	Jason Platt to be requested to dig Cemetery post holes.	Anita King	No report available
23 Oct 2008	Enquire whether s355 Tourism Committee is going ahead.	Paul Cockram	No report available (JS to ask Paul for further info)
18 Mar 2009	Recommend projection equipment for hall	John Sandow	See below
18 Mar 2009	Monitor Regional Arts Funding announcements	John Sandow	Ed Whalan has agreed to monitor this
21 Jan 2009	Check whether constitution allows four signatories for cheques	Peter Marshall	Additional signatories no longer required
21 Feb 2009	Obtain final report from 2008 Ball Committee	John Sandow	Brenda Carter advises report is still in preparation
18 Mar 2009	Identify items of interest during Association meetings publish via CFT	Alex Fry/ John Sandow	Ongoing
21 Jan 2009	Send letters of thanks to those involved in the refurbishment of the tennis court	Wilkins Park Committee	Letters sent to Steve Whan and suppliers of new net. No letter yet to Jason Platt.
18 Mar 2009	Discuss website with PM with view to making more generic	John Sandow	Discussed. Web site to retain current level of detail
21 Jan 2009	Follow up letter to Council about Community Garden	Paul Cockram	No report available (JS to ask Paul for further info)
21 Feb 2009	Continue to seek resolution to public liability insurance issues	John Sandow	See General Business
21 Feb 2009	Write to Kings Highway to Discovery congratulating on web site and inviting addition of CF link	John Sandow	Done. Tracey Lamont also invited to speak at the May meeting of the CFCA.
21 Feb 2009	Circulate minutes of Palerang Cultural Development Committee meeting	Peter Marshall	Agreed that these minutes should be accessed through Council meeting minutes

18 Mar 2009	Propose to Council installing security light at front of Community Hall	Hall Committee	Agreed this was no longer necessary after discussion with local police
18 Mar 2009	Send draft CF trades listing to KJ	Liz Estbergs	No report – assume done.

Community Hall projection equipment

JS reported that he had followed leads provided by Elizabeth Estbergs for both the projection equipment and the availability of movies. ABI (A Brighter Image Pty Ltd) is a wholesale distributor of audiovisual equipment that supplies to the Commonwealth Government. They are able to supply not-for-profit organisations like CFCA. After extensive consultation, suitable equipment has been recommended employing DLP technology that is well within budget. It was agreed that a 4:3 aspect ratio XGA projector would provide greatest versatility. Installation would be either by permanent suspension from the ceiling (employing local tradesmen), or a mobile stand for projecting from the auditorium. **Action: JS will try to arrange a demonstration projector for trial viewing to confirm its suitability.**

National Film and Sound Archives has a not-for-profit (non-theatrical) loan scheme that includes many desirable titles on DVD. Copyright issues appear eminently manageable. There are currently 91 listings and these are being added to constantly.

4. Correspondence

In: Bank statement

Ed Whalan – resignation from CFCA

Kylie Nicholas – resignation from CFCA

Mike Kelly – congratulations on successful Volunteer Grants Program application.

Out: Steve and Carola – congratulations on new twins

Oxley Nets – thank-you for donation of new net for community tennis court.

5. President's report

Peter referred to the ongoing problem of Council rubbish bins around the village. The bin at the lookout, which had been un-emptied on a number of occasions, had now been entirely removed. The use of old recycling bins as rubbish bins in the Wilkins Park recreation area was leading to confusion, with rubbish piling up while the bins remained empty. **Action: PM to write to Council requesting urgent replacement of correctly colour coded bins. JS to ask Paul Cockram to review loss of lookout bin.**

6. Treasurer's report

As noted above, Ed Whalan (Treasurer) has tendered his resignation from the Association and no report was available. The Treasurer's position was discussed and suitable candidates considered. Until appointment of a new Treasurer, PM agreed to manage the books with EW's assistance. It was agreed that PM should proceed to purchase the lap top computer (successfully applied for under the Volunteer Grants Program) and the appropriate accounting software (estimated cost \$160 which the CFCA would cover.) **Action: CS to approach a possible candidate for the Treasurer's position. PM to request that EW complete the Association's financial statements to end March.**

7. Community organisations' reports

a. Captains Flat Rural Fire Brigade

Lightning strikes had caused a number of fires which the RFB had attended. More recent rain had reduced risk. The April test of the fire alarm (30 seconds at 11am on first Sunday of the month) had been successful. The 11 o'clock time slot was problematic since it interfered with training – may need to be changed.

b. SES

The Emergency Information Evening held on 1 April drew a considerable contingent of Brigade and SES personnel but not a lot of residents. Good attendance by Hoskinstown and Stoney Creek RFB was noted. **CS moved a vote of thanks to the SES, RFB and Peter Spence for their efforts in organising the evening.** It was agreed that an annual meeting would be valuable – possibly with a different focus each year depending on risk factors.

8. Subcommittees' reports

a. Markets

CS reported that the April markets had been another great success with good numbers of stall holders and patrons. A number of senior citizens had taken up the morning tea invitation, and the visit by the Southern Tablelands Heritage Automotive Restorers Club had proved to be a great attraction with many fine vehicles on display.

b. Ball

It was noted that Kathy Millet is the new chair of this committee.

9. Palerang-wide Section 355 reports

a. Mines Rehabilitation Committee – no report

b. Palerang Heritage Committee – no report

c. Palerang Tourism Committee – no report

d. Palerang Cultural Development Committee

Last meeting had been cancelled and not rescheduled to date. PM is having difficulty attending these meetings and would prefer to find another nominee to represent CFCA.

10. Local Section 355 reports

a. Community Hall

CS reported that the committee is working on an application for the Community Hall Renewals grant. A quote for the replacement of the stage curtains has been obtained. The Committee intends asking Council to complete a maintenance audit (which has not been done for some years). Karen Paxton has taken issue with the Council over its plan to replace the roof and has circulated a petition recommending repair rather than renewal. Malicious damage to the rear store room door has been reported to the police. It is proposed that both the SES and RFB be issued with a key to the hall so that they have access at all times. The Youth Week function “So you think you can dance – Captains Flat” had been successfully staged by Anita King.

b. Wilkins Memorial Park – no report

11. Reports on other projects and activities

- a. Cemetery – no report
- b. Website – further updates currently in progress
- c. Mine mural – no report

12. General business

Public Liability Insurance

JS reported that his negotiations with OAMPS regarding stall holders' liability had been unsuccessful to the extent that the insurer remained adamant that the policy would not respond where a claim involved any contributory action of a stall holder. The insurer also remains adamant that this is how the policy has always operated (despite the fact that this clause is newly added to the schedule). Given this stalemate, it is important that the Association continues to remind stall holders that our insurance does not cover them in the event of a claim. It will also be necessary to continue to pursue a general public liability policy which (a) covers this Association for its liability in the event that a third party is also found liable, and (b) covers the Association for up to \$20M as required by Council.

Anzac Day

The meeting agreed that as the organisers of the Anzac Day commemorative ceremony, the Captains Flat Community Association's public liability policy would be expected to respond in the event of a claim made against the Association. **Action: PM to advise Council of CFCA cover for local Anzac Day ceremony.**

JS and CS would arrange for the printing of the order of service and the operation of the public address system.

13. Next Meeting

Wednesday 20 May 2009

ACTION LIST

Mtg REF	WHAT	WHO
21 Aug 2008	Jason Platt to be requested to dig Cemetery post holes.	Anita King
21 Jan 2009	Send letters of thanks to Jason Platt for work on the tennis court	Wilkins Park Committee
21 Feb 2009	Obtain final report from 2008 Ball Committee	John Sandow
18 Mar 2009	Identify items of interest during Association meetings - publish via CFT	Alex Fry/ John Sandow
15 Apr 2009	Continue to seek resolution to public liability insurance issues	John Sandow
15 Apr 2009	Check with Paul Cockram re s355 Tourism Committee, response to letter to Council re Community Garden and removal of rubbish bin from the lookout.	John Sandow
15 Apr 2009	Request loan projector from ABI	John Sandow
15 Apr 2009	Request Council urgently replace incorrectly coloured rubbish bins	Peter Marshall

15 Apr 2009	Approach potential candidate for treasurer position	Chris Sandow
15 Apr 2009	Request EW complete financial statements to end March	Peter Marshall
15 Apr 2009	Advise Council of CFCA cover for local Anzac Day ceremony.	Peter Marshall