

# WATERVALE COMMUNITY ASSOCIATION INC Board Meeting Minutes

Date: Monday 11 October 2021

Venue: The Vale Community Hub

Time: 7pm

Present: Greg Bryksy, Shannon Parker, Steve Hadley, Bill Bowles, Susan Cunningham and Barb Button

Apologies: Brett Schutz, Lochie Sandow

1. Minutes of Previous Minutes: Monday 9 August 2021

MOVED: S. Parker SECONDED: S. Hadley

## 2. Business Arising:

- 2.1 **Carpark and carpark lights:** Carpark 90 percent done. Had quotes on carpark lights and looking at solar ones- \$770 each x 4.
- 2.2 **Website**: Barb and Susan to contact Tracey to finalise the website
- 2.3 Furniture: ETA for chairs is end of October. Barb has sent positive feedback to trestle table co.
- 2.4 Liquor License- More information was required and has now been submitted.
- 2.5 **Sponsorship** \$1000 initially for purchase of sign and ongoing \$800 a year after with a 3-year minimum plus 50 percent for an event each year and free advertising on the website

Action: Susan to DRAFT an invitation for sponsors

**Tennis/ Cricket**- Barb to DRAFT agreement and send for feedback and then be sent to Cricket and Tennis with an invoice for \$1,000.

2.6 **Aus Post Grant & other grants-** Unsuccessful notification. ANZAC Day grant for memorial gates-looking at \$500

Action: Bill to follow up request for funds.

- 2.7 Watervale Institute: Waiting for meeting to be confirmed.
- 2.8 **Sign for outside building:** Shale grey wall and Clare signs to do the sign **Action:** Susan to speak with Liam at Clare Signs. Steve and Greg to organise painting.
- 2.9 **Light and party accessory hanging in Vale:** Eyelets to be put in the ceiling inside and outside. Need to light plastic eyelets that are long to fit into the trusses.
- 2.10BSA Club rally catering- 6<sup>th</sup> November 88 people 10.30am-11.30am- Barb to send email to general for assistance

## 3 Correspondence:

In and Out:

Watervale Project (OT Students)- Watervale Primary

Webcentral- Data Confirmation for thevalehub.com

Flick Services- Agreement and Invoice for female hygiene services

Application for Club License

MinMan Eagles Remittance for Vale hire

Venue Hire Enquiry- Heidi Hodge for November 20 people (9-1pm)

**Kmart Orders** 

Quote for window cleaning- Graham Bales- \$700

Elgas invoice

Child Safe environment webinars- 8 and 15 November 6-7.30pm- Samantha Freeman

BSA Owners Club confirmation of booking \$10 per head

Murray Gates- update on ETA of chairs

Trestle Table Company- table delivery

Business Insurance Alteration- Dayna Bache MGA Insurance Group

Clewers invoice- microwave \$279

Invoice for window cleaning \$110

Order of bins and delivery- CGVC

Mid North Party Hire- quote for furniture hire

Brochures - cemetery modular ashes system- CGVC

Australia Post- unsuccessful grant

Watervale Institute- multiple respondents

Watervale Primary School- newsletter

CGVC re pine trees

Tennis Rep-WCA membership form sent to Lochie Sandow

Quote for signage of glass balustrade

Return of Park Welcome Entrance Arch- Mt Horrocks Historical Society

## 4 Chairperson Report

Carpark is almost completed- waiting on ground to dry

Chairs ordered waiting on arrival

Liquor License underway

Power has been changed to correct meters

Quotes on glass sponsorship and window cleaning

## 5 Treasurer Report:

Attached to minutes.

### 6 The Vale:

Feedback from recent hire:

- Min Man- some that it was a bit squeezy at 180
- Really positive feedback
- Bathroom issue- water and soap spillage due to no benches and dryer on other side of the wall
   Action: Greg to check through build plans to determine whether it was required.
- More prep room for caterers room can be moved around and some more racking in the kitchen

#### Openings:

VIP- Invite to be sent to Elected Members, CEO and staff for tour on the 8<sup>th</sup> of November 5.30-6.30pm Official community opening- Look at Christmas Tree function be held here. **Action- Greg/Steve to follow up with Christmas Tree committee group** 

External works required: 2 gardens have been done and side will be garden also rather than initial plan of grass. Grass will be laid on playground side. Trevor to come down and survey for retaining wall.

Internal fittings required: Lou is going through all her catering and will be donating some of the items.

Audio visual quotes to be taken in preparation for future grants

Bookings: Discussion around the hire fees. Action: Add opening specials to pricing on website and Board to review prices in February 2022.

Marketing: Start promoting the Vale. Action: Barb to develop flyer and Susan to promote Christmas hire on social media

Bins: all organised with Council and Clare Valley Waste. To be wheeled out onto the oval road every week. Cleaning: Get quote for cleaning if required. Action: Clare Valley Cleaning quote for cleaning so can be offered to hires.

Elgas Bill- Action: Brett to investigate service fees for Elgas as states 4 cylinders on invoice not just two that we have.

#### 7 Governance:

- 3.1 Governance Statement: Action- Everyone to have a read and provide feedback asap
- 3.2 AGM- We held a ballot and half of the board was retired-
  - Susan Cunningham
  - Barb Button
  - Bill Bowles
  - Greg Bryksy

All members wish to be renominated for the board at the November AGM.

3.4 Child Safe Environments- Barb to attend training and provide feedback at the next meeting

## 8. Membership:

Board Nomination by Lochie Sandow (Casual Vacancy)

Accepted: Steve Hadley Seconded: Shannon Parker

## 9. Any Other Business:

8.1 Watervale Cemetery- Council request

Motion: That Watervale Cemetery be added to the list for further ashes facilities with preference for a tree surrounded by

Accepted: Shannon Seconded: Susan

All in favour

- 8.2 OT students at Watervale Primary School
- 8.3 Priority projects- Future Grants- Planning for 2022.
- 8.4 Clare High School Year 12 after party request: Ellie Goss 17<sup>th</sup> of November- Approved subject to DJ being held at the bbq shed to protect the grass and grandstand. Barb to reply to Ellie.
- 8.5 Plaques and panels for sale for the picket fence will be advertised and up for sale soon.
- 8.6 Working Bee- 5pm on 5th November to prepare for events on the 6th of November

Next Meeting: AGM 8th November 2021

Meeting Closed: 10.30pm