

HARDWICKE BAY & DISTRICT PROGRESS ASSOCIATION INC.

5 Progress Road, Hardwicke Bay SA 5575

ABN: 28 217 892 181

MINUTES of Regular Meeting held: 8 February 2024, 5.00pm Progress Hall

Welcome/Meeting Opened: 5.00pm

Present: Ashley Gordon (President), Geoff Hampel (Vice President), Sue Crook (Treasurer), Linda Campbell (Assistant Treasurer & Secretary), Marion Zafry (Secretary), Barbara Winter, Daryl Rohde (Project Manager), Janine Curtis (Catering Manager), Bev James, Anthony Williams (Bar Manager), Sue Leverton. Visitors:

Councillor Kylie Gray (rep from Innes Pentonvale Ward, Yorke Peninsula Council (YPC), Doris and Robert Cadd (Yorkes Recycling), Craig Curtis.

Apologies: Jim Oliver, Melissa Gilchrist.

Confirmation of Minutes of previous Meetings:

*That the Minutes of the Regular Meeting of the Hardwicke Bay & Districts Progress Association (HBPA), held on **11 January** be confirmed as a true and correct.* Moved: Darryl Rhode, seconded: Sue Leverton – APPROVED.

Matters arising from previous Minutes: nil

Agenda:

President's Report – Ashley Gordon.

1.1 **General** – February Newsletter had been printed and distributed.

Ashley advised removal of the wall inside hall and kitchen refurbishment will not start until after easter activities. The first invoice of **\$6K for Kitchen Refurbishment** has been given to Treasurer for payment and there is **\$5K grant coming**.

For noting. Re **Beach Shelter**, the Framework is going up on Wednesday morning, 14 February and there was a quick conversation confirming volunteers assisting. The roof will be completed by the Council as part of HBPA's original \$25k grant.

Ashley requested permission from Progress to **spend up to \$500** to replace dead bottlebrushes along the northern road leading into Hardwicke Bay. They need to be at least 3' tall to blend in. Craig suggested Ashley confirm the type of soil when buying to ensure tolerance by the plants. Expenditure was unanimously APPROVED by the committee.

Ashley also advised that **Raffle Books** for the Easter long weekend have gone off to print. There are enough sausages to cover the Fishing Comp sausage sizzle as Thomas Foods will be donating the sausages again this year.

1.2 Treasurer's Report – Sue Crook

The tabled report for the period 1 Jan/2024 to 30 Jan 24 showed closing bank accounts for the month: **Incentive Saver \$68,223, Cheque Ac \$24,151, Total \$92374. Net profit for the month \$4,110.** As per the tabled docs Meat Raffle did very well \$2119.60 partly due to Aust Day BBQ and Takeaways. There have been further membership renewals and we now have **199 paid-up members** of the Association.

Catering did extremely well. It was Moved: Anthony Williams, seconded: Sue Leverton that the Treasurer's Report be accepted. All in favour – APPROVED. It was suggested that Treasurer seek membership of COSTCO to assist with reducing catering expenses. This was also UNANIMOUSLY APPROVED on the proviso that the account be in Progress Name rather than individual.

1.3 Project Manager's Report – Daryl Rhode

Geoff raised the need and Daryl to action getting a lockable screen door for back of hall as well as screen door near office. **Action: Daryl asap.**

Visitor's re partnership with Yorkes Recycling (YR). Geoff Hampel gave some quick background on the current volunteer work with recycling cans, bottles etc. Following discussions with Doris and Rob Cadd of YR, it was agreed we could immediately implement some efficiencies as well as take advantages of opportunities in the changes to impending legalities around recycling. For example, currently the volunteers count exactly what is collected and in what categories. Rob explained that this was not necessary as YR were obliged to do this as part of their legal business operations and it would save time if volunteers did not have to do. However, he did explain how some items would save time if they came pre-sorted (not counted). Some members raised a concern that many property owners were putting items that could be profitably recycled in their yellow bins. One suggestion was that a flyer could be printed and placed on the bins with the owner's permission such as holiday rental houses. Ashley to look into this. In addition, Rob advised he could do a shuttle service by dropping off a container and he can collect when full for wine bottles. Rob said he could also provide provide some milk crates (30x40) which could be used for recycling flavoured milk cartons. (It is only **plain milk** that doesn't attract 10c.) The committee thanked Rob and Doris for attending, for their helpful advice and everyone is looking forward to a beneficial partnership moving forward. A special additional **Thank You** to Rob and Doris for donating a **\$100 Bunnings Voucher** for Progress fundraising

1.4 Bar Report tabled for January with profit listed as \$937.63. Special Thanks to Willy, Geoff Thomas who donated their time at the Bar and on all Takeaway Nights.

1.5 Catering Manager's Report – Janine Curtis

Take Away Nights have proved to be very successful and ran smoothly due to the tremendous support of volunteers with a lot of positive feedback received. There were 420 orders over 4 nights. It was noted that several volunteers did not accept honorariums being Willy and Geoff and Bev. In addition to the community event success, the Treasurer advised that the financial success was a **profit of around \$2600** after taking into account expenses including paying honorariums. Linda Campbell gave a **VOTE OF THANKS** to Janine, Craig and all involved in the Takeaway Nights.

There was a quick discussion confirming volunteers for the upcoming Community Dinner on Saturday 10th Feb. Janine advised that Deb and Mick Cartwright have made a 'trade' donation of a double deep fryer (really needed for cooking chips) in exchange for a trailer load of wood. Janine is also approaching Yorketown Foodland to continue donating bread. It was noted that the deep fryer would need electrical testing and tagging. Rather than allocate to a volunteer and train, it was AGREED that Stuart Electrical be approached to provide this service on a regular basis at a good rate. **Action: Ashley to contact Stuart Electrical.**

Ashley advised he had been contacted by Fiona Hayter, YPCs Environmental Health Officer whether all staff had completed food handling and free training sessions. Several members had completed these sessions; however it was AGREED that Janine as Catering Manager would update her qualifications and complete the latest Food Safety Supervisor course and several other volunteers (i.e. Anthony Williams, Bev James, Sue Crook, Craig Curtis, Geoff & Maxine Hampel) had done and passed the food handling exam so that at all times we had around 6 people fully qualified. Other committee members have also agreed to do the course.

2. General business

2.1 **9th Annual Fishing Competition, 2024 Sunday 31 March** – Ashley and Sue have done a terrific job of sourcing and locking in ALL raffle prizes. Ashley will not be available for the Fishing Competition, so VP Geoff Hampel will be in charge. It was noted that ALL volunteers on the day are entitled to a FREE ENTRY. It was raised that Craig Curtis should not be able to compete in the casting competition as he was running it. Geoff disagreed with this and stated that all committee members could compete in all competitions as they were scrutinised closely.

This motion was passed by the committee.

Geoff mentioned that **Belinda Thomas** Is happy to help with the fishing competition.

2.2 **Other upcoming Events** – It was agreed that instead of a Community Dinner, there would be a Takeaway Burgers & Chips for Adults and Nuggets & Chips for children under 12 + drumstick for all on **Saturday, 9 March 2024**. AND for the **Easter Long Weekend** it was CONFIRMED that there will be **Pancake & Sausage sizzle breakfast on Saturday 30 March 2024 + Trash & Treasure** (NO furniture and NO electrical!! **8.30 to 11**), **Saturday 30 March 2024, Special Family Bingo** (Hall and Bar open 6pm, Eyes Down 7.30pm!!).

3. Any Other Business –

3.1 **Volunteer Injury** - Ashley incurred an injury whilst volunteering recently. Secretary to provide Insurance Policy details to Geoff Hampel who will, as VP, follow up claim with Ashley and Insurers.

Action: Ashley & Geoff. For noting.

3.2 **New Volunteer** (Under the Centrelink Volunteer Work Organisation program). Ashley advised that with the 'retirement' of David Potts, Progress had secured a new volunteer, **Brett Davenport**, who has secured volunteer hours under the work position of 'Gardening/Maintenance'. Be sure to introduce yourself to Brett when you see him out and about. Brett reports to Ashley, as President of the Association and signatory to all forms etc. For noting.

3.3 **Cleaning and catering responsibilities for the Hardwicke Bay Hall** – Geoff referred to the draft policy that had been previously circulated. It was moved that the Policy be APPROVED. Moved: Marion Zafry, seconded - Sue Leverton. ALL in favour.

4 **Any Other Business** - Ashley asked Committee members for any other business feedback they wished to provide.

4.1 **Marion** – nil

4.2 **Daryl** – nil

4.3 **Sue L** – re proposed donation of Flying Fox for playground. Ashley advised, that following a retirement, there is a new contact at the council – **Ian Yarrow** - and he will follow up. **Action: Ashley**

4.4 **Barbara** – advised her landline is no longer in commission and her new mobile is **0428 843 676**. All to note. **Action: Marion to ensure Newsletter is updated.**

4.5 **Sue C**- Sue enquired about new equipment for Seniors at Playground. Ashley requested Sue research options and provide feedback so council can be reapproached.

4.6 **Linda** – proposed that we hold a Quiz Night on **Saturday, 29 June 2024**. May just be a community event, more details to be provided at a later meeting. APPROVED.

4.7 Councillor **Kylie** – advised she had been unable to attend previous meetings due to a clashing work commitment. However, this had changed and she looked forward to attending meetings in the future. She said she enjoyed the meeting's fast paced, friendly and action-oriented procedures and she looked forward to attending future meetings. Committee agreed to include Kylie in distribution of Notice of Meetings, Meeting Minutes and Newsletters. Kylie provided her contact details to the President, Treasurer and Secretary.

4.8 **Geoff** – that he had requested the council some months ago to upgrade the beach ramp near the new shelter. Geoff will again contact council.

SA Power Networks will be unable to assist as Progress received a grant from them last year.

4.9 **Bev** – again raised concerns that the 'Walk the Yorke' Trail near the beach is in poor state. Ashley had already sent an email with her concerns. Kylie suggested Bev put in a 'Service Request' to council to ensure request is logged. Bev also suggested that the old convention/microwave oven be put up for sale. Bev and Janine to get together, take photo and sell on website. **Action: Bev & Janine**

4.10 **Janine** – requested the purchase of a decent temperature gun. APPROVED. Janine to get the record templates sent to Marion who can make up templates for Progress.

4.11 **Australia Day BBQ Funding** – it was noted that if funding is not received, will revert to Sausage Sizzle.

President thanked all for attending.

Meeting closed: 6.30pm. Next Meeting: **Thursday, 8 March 2024, 5pm at the Hall.**