

# HARDWICKE BAY & DISTRICT PROGRESS ASSOCIATION INC.

5 Progress Road, Hardwicke Bay SA 5575

ABN: 28 217 892 181

## MINUTES of Regular Meeting held: 7 March 2024, 5.00pm Progress Hall

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### 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).

### Visitors:

Councillor Kylie Gray (rep from Innes Pentonvale Ward, Yorke Peninsula Council (YPC), Craig Curtis.

**Apologies:** Linda Campbell, Sue Leverton, 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 8 February 2024 be confirmed as a true and correct.* Moved: Geoff Hampel. All in favour – APPROVED.

### Matters arising from previous Minutes: nil

Bev asked whether her concerns about the poor state of the 'Walk the Yorke' Trail near the beach had been raised with Council. Ashley advised he had sent email on her behalf, however there has been no action to date.

### Agenda:

#### 1.1 President's Report – Ashley Gordon.

- email sent to Kylie re request for slip lane for Hardwicke Bay.
- Working bee had successfully cut tree on Northshore Road
- There were further discussions regarding kitchen refurbishment – as per Projects Report.
- Newsletter written. Formatted and electronically distributed by Denise deVries, hard copies also printed and placed near external Hall Noticeboard.
- Ashley has distributed nearly all of the Raffle Books with prizes drawn at the Fishing Comp presentation. **Action:** Everyone to get their sold books back to Ashley asap.
- Prizes for the fishing competition have been sourced and mostly collected.
- Re new Beach Shelter – as per Projects Report.
- Grants update – unfortunately Ashley unsuccessful in securing approx. \$8K to extend basketball court. This project to be placed on backburner for now, until other major projects completed. Carried forward to October.
- President responded to email from Fiona Hayter, Environmental Health Officer and provided information requested. Appropriate records are maintained in folder in kitchen cupboard.

#### 1.2 Treasurer's Report – Sue Crook

- Treasurer referred to the tabled report for the period 1 February to 29 February 2024. Please note under Income that BLOCK SLASHING is an error to be fixed.
- A deposit of \$6K was spent in order to get the \$5K grant President had applied for re the kitchen upgrade. Receipts will now be sent off to the grant body reimbursement.

- Query raised re amount received for community dinners seemed short. Treasurer explained some monies are banked during the month, whilst other monies (such as electronic transfer) can come in after the month end. Treasurer will ensure number of dinners match the amount received.
- Closing bank accounts for the month: **Incentive Saver \$68,273, Cheque Ac \$19,929, Total \$88,202. Net profit for the month \$4,221.** Moved: Barbara Winter that the Treasurer's Report be approved. All in favour – APPROVED.

### 1.3 Project Manager's Report – Daryl Rhode

- Beach Shelter – when erecting shelter it was discovered it had been manufactured incorrectly. Council had engaged Bianco who now need to remedy the fault. Ashley and Daryl are working with council to achieve the outcome.
- Ashley requested Daryl follow up getting lockable screen doors for back of hall as well as screen door near office. **Action: Daryl asap.**

1.4 **Bar Report** tabled for February with profit listed as \$875.74. Thanks again to Willy for careful shopping and budgeting.

### 1.5 Catering Manager's Report – Janine Curtis

- Janine advised 41 people attended the Community Dinner and there were already 45 orders so for the Takeaway night on Saturday. Volunteers have been organised.
- Janine has nearly completed the Supervisor's Food Safety Handling Course (not due until April). Committee thanked Janine for taking on this extra training and responsibility.
- Prices were set for Pancakes (\$5) and Sausage Sizzles (\$2.50) on the Easter Long Weekend. Next Community Dinner will be held on **Saturday, 13 April.**
- Consideration to be given to holding Saturday takeaways during the SA School Holidays (Mon 15/4 April to Fri 26/4). If so, perhaps not hold a Community Dinner in May as it would fall on the day before Mothers' Day. This would give all our mothers and volunteers a break from a busy year to date.
- Janine has been contacted by Roger O'Brien (who has hired the Hall for his 70<sup>th</sup> on Saturday 13<sup>th</sup> July). The family is interested in having catering of Burgers from HBPA. Janine is looking into and if it goes ahead, consideration be given to cancelling the July Community Dinner. Willy advised that the family did not require the Bar so it would be locked.

## 2. General business

- **9<sup>th</sup> Annual Fishing Competition, 2024 Sunday 31 March** – President advised he is unavailable for Easter Weekend and VP Geoff Hampel will be in charge working with various volunteers as usual. In case of inclement weather **Geoff and Darryl** will make a decision re continuing on or cancelling by **2pm, Saturday 30 April.** Consideration will be given to proceeding with an alternate date or to cancel altogether. In the event of cancellation, all monies will be refunded or carried forward to the next date. Due to the need to ensure all aspects of the Easter Long Weekend Fishing Competition and Events were covered it was AGREED to bring forward the next Committee Meeting to **Thursday 28 March at 5pm – ALL to note.**
- **Replacement of shrubs** – Ashley has received advice from Craig Curtis (horticulturist) on the species to be planted which can tolerate the soil and the time for planting. Plants are being sourced from the local nursery in Minlaton.
- **Re Volunteer Insurance** – Ashley advised he had received the appropriate paperwork if he wished to make a claim for the injury he suffered (broken wrist) whilst volunteering. He said as he only had out of pocket costs of \$40 and no time off work, that he would not be making a claim. However, the exercise had been useful as a 'test case' and ensuring that HBPA volunteers are covered.

### **3 Any Other Business** - Ashley asked Committee members and visitors for feedback.

- **Marion** – re Enquiry to CFS re Hardwicke Bay Fire Safety Zone. No further Action.
- **Ashley & Barbara** – Long-term and Life Member, Pauline McPherson has requested the use of the Hall for a family function on Christmas Day. The family are making their own catering arrangements and do not require the bar (which will be locked). **IT WAS UNANIMOUSLY AGREED** on that in recognition of Pauline's outstanding and long-term service, that there is no hire fee or cleaning fee to be charged. Secretary to book in Calendar of Events.
- **Sue** – the safe in the office has been going through battery every 2 weeks. Someone needs to dry spray. Craig volunteered to do this. Thank you.
- Councillor **Kylie** advised she had done some work and sent an email to Andrew Cameron (at YPC).
- **Geoff** had requested council some months ago to upgrade the beach ramp near the new shelter. It was suggested if Council do not respond, to email Andrew Cameron. It was also suggested that this was an example of the need to start compiling budget requests for 2025. Geoff advised that our electricity (now Solar) was still in credit and is likely last the whole year.
- **Bev** - apparently the 3 perspex A4 stands recently purchased cannot be found. Secretary requested to purchase 6 from Minlaton Post Office and when not in use they will be kept in the Amin Office. **Action:** Secretary.
- **Craig** had spoken to Dept for Infrastructure & Transport DIPTI re the slip lane who suggested going to CEO and Council to put in rubber strips to do a count of traffic.
- **Willy** advised that Mick & Deb Cartwright had elected to receive their 'donation' of wood in May. The chainsaw has gone to Brenton Slatt who is fixing for no charge. The workplace volunteers have requested getting a compressor and air spray. It was AGREED that as there is already a compressor in the work shed that HBPA just purchase a longer hose. **Action Geoff to purchase a 50 metre air hose.**
- **Re flag** - the flag can be flown at half-mast. ALL to note.

President **thanked all for attending.** Meeting closed: 6.20pm. Next Meeting: **Thursday, 28 March 2024, 5pm at the Hall.**