

# HARDWICKE BAY & DISTRICT PROGRESS ASSOCIATION INC.

5 Progress Road, Hardwicke Bay SA 5575

ABN: 28 217 892 181

## **MINUTES of Regular Meeting held: Thursday, 9 May 2024, 5.00pm Progress Hall**

---

### **Welcome/Meeting Opened: 5.00pm**

**Present:** Ashley Gordon (President), Geoff Hampel (Vice President – via zoom link), Sue Crook (Treasurer), Linda Campbell (Assistant Treasurer/Secretary) Marion Zafry (Secretary), Sue Leverton, Barbara Winter, Janine Curtis (Catering Manager), Anthony Williams ('Willy' & Bar Manager).

### **Visitors:**

Craig Curtis.

**Apologies:** Councillor Kylie Gray (rep from Innes Pentonvale Ward, Yorke Peninsula Council (YPC), Bev James, Daryl Rhode (Project Manager), Jim Oliver, Melissa Gilchrist.

### **Confirmation of Minutes of previous Regular Meeting:**

*The Minutes of the Regular Meeting of the Hardwicke Bay & Districts Progress Association (HBPA), held on 7 March 2024 were confirmed at the Special Meeting held on Thursday, 29 March 2024 where all regular business was carried forward in order to focus on all the events being held on the Easter long weekend. be confirmed as a true and correct.*

### **Matters arising from previous Minutes: nil**

### **Agenda:**

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

- Newsletter written. Formatted and electronically distributed by Denise deVries, hard copies also printed and placed near external Hall Noticeboard.
- Ordered 25 Callistemons (bottle brushes suitable for our coastal climate), holes have been dug and will be planted after rains.
- Further discussions/work around kitchen refurbishment - liaising with electrician, plumber and Matt re stainless steel benches – all coming together.
- Re Hall wall opening and related refurbishments – volunteer Brett picked up steel beam (to be reimbursed for fuel). Thanks to volunteers who helped with demolition work in Hall and donation of trailer from Hart Bros saved on dump fees.
- Re southern Beach Shelter - Bianco's are making 6 new roof trusses to replace incorrect ones.
- Ashley had a request for Progress to sponsor Pt Turton 2024 Fireworks at a cost of \$200. Following discussion, it was AGREED that Progress would not support this year. **Action:** Ashley to respond.
- Ashley to remind Daryl to purchase screen door suitable for one of the back entrances to the hall (the other one is a fire exit) as well as organise the replacement of screen doors at Hall front. **Action:** Ashley and Daryl ASAP.
- Osprey sightings – Ashley has seen 2. Reminder to let Ashley know of any further sightings.
- Electrician is currently synchronising 2 TV's, speakers etc and power points have been quadrupled. Once refurbishments are complete, it was AGREED that Ashley would contact Electrician (Stuart) to check power situation in kitchen, check EXIT (running man signs) all working (ie, light up) and finalising an arrangement for ongoing testing and tagging of electrical equipment. **Action:** Ashley

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

- Closing bank accounts for the month (*April 2024*): **Incentive Saver \$69,244), Cheque Ac \$12,586 Total \$101,305 Net profit for the month \$7,589.** After exploring quotes on the cost of a new safe

and installation, it was noted that Geoff had managed to purchase one today from Bunnings for \$360. Geoff had also been tasked with sourcing costings for bi-fold doors and other options for the wall opening for which grant funding has been received. **Action:** Geoff to provide report at the next meeting. There was also discussion around interest rates on Progress monies in the bank. It was confirmed that we are getting a rate which is equal or higher than other providers, however Sue Crook and Geoff will further investigate. It was noted that the Easter Raffle raised a good profit of around \$600 because it was not drawn after the Special Bingo. It was suggested that this be done every year in the future. Re the Special Bingo Easter Weekend, with the new machines made \$426 profit, however this impacted on the cash float was *Moved: Linda, Seconded: Janine*, that the float for Special Bingo Nights **be increased to \$1,000.** All in favour **APPROVED.** Linda reminded the committee that once again the Easter Raffle Prize (the chocolate baskets) winners had not been published in the Newsletter. Various committee members happy to help next year to ensure results noted and published. Regarding Trash and Treasure, it was suggested one be held in October and then reassess. It was then *Moved: Willy Seconded: Sue Leverton*, that the **Treasurer's report be APPROVED.** All in favour.

1.2 **Project Manager's Report** – Daryl Rhode. In Daryl's absence, update as reported above by President.

1.3 **Bar Report** tabled for April 2024 with profit listed as \$785.68 – another excellent month. Using EFTpos has assisted with increased profit, however it was noted that as of last Friday (3/5) a 1.6 % surcharge is added to peoples purchases. It was AGREED that a sign be made up to show how this works and is a minor cost to the purchaser and saves on fees being paid by Progress. An example is to be given showing that for example a **\$4.00 beer** will now be recorded on the buyer's payment slip as **\$4.06.**

1.4 **Catering Manager's Report** – Janine Curtis

- **Disco Night** – 36 people attended. No dinner in May due to refurbishments.
- **70<sup>th</sup> Birthday Party** (Roger O'Brien) – re previously booked function on July 13 at the Hall, Janine is catering and finalising costings for the party that are in addition to the prepaid hall hire and cleaning fees. The party will start early and finish early. Approx 60 adults/15 children attending. The Bar will be closed. The updated Private Hire Booking Form for the Hall was APPROVED by all with one addition to include that the Association has a license to serve alcohol in the Hall to a maximum of 100 people which ceases at midnight.

## 2. General business

- **Rear of Hall BBQ area** – Willy raised concern about conditions for volunteers when running BBQ events. Willy to liaise with Daryl re purchasing some see through colourbond to provide protection and shelter for volunteers.
- **Thanking donors & volunteers** – Ashley to include in next Newsletter thank you's to supporters of current projects such as John Partridge for donating all the dropsheets during the hall renovations.
- **Donor Recognition** – there was also general discussion around holding a Celebratory/Thank you event later in the year recognising all volunteers, supporters, donors of Projects completed 2024.
- **'Friends of Progress'** – Willy suggested it would be good to recruit helpers willing to assist with jobs and projects which help raise funds or support HBPA activities such as watering, can collection, woodcutting etc. Willy is happy to co-ordinate group and meet at the Shed fortnightly or as needed. Progress would cover costs of morning tea. All helpers would be registered as volunteers and group is open to people of all ages and gender. **Action: Ashley** to put note in Newsletter for registrations of interest, **Willy** to meet with registrants & determine next steps.
- **Geoff** reported on various requests/letters to council and responses: 1) Southern Boat Ramp – mostly repaired 2) Hard Rubbish Day Request – NO, Country Councils do not have enough ratepayer contributions as City Councils. 3) Playground trees, bushes and snake habitat – attended to by Council – Thank You.

President **thanked all for attending.** Meeting closed 6.30pm. **Next meeting, Thursday 6 June, 5pm.**