

## HARDWICKE BAY & DISTRICT PROGRESS ASSOCIATION INC.

### MINUTES of Committee Meeting held: 10 September 2024, at Community Hall

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#### Meeting opened - 5.05pm

**Present:** G Hampel (Vice President) M Zafry (Secretary) S Crook (Treasurer) D Rohde (Project Manager) L Campbell (Assistant Secretary/Treasurer) J Curtis (Catering Manager) A Williams (Bar Manager) B Winter, Bev James.

**Apologies:** A Gordon (President), M Gilschrist, J Oliver, S Leverton, Cr Kylie Gray.

#### Confirmation of Minutes of previous Meeting:

Motion: that the Minutes of Meeting held 8 August 2024, be confirmed as a true record.

**Moved:** Sue Crook – Seconded A Williams

#### Business arising from previous Minutes:

1. McQueens will be notified re: removing plaques from Memorial Wall closer to the time of work being carried out. Question arose - should we be notifying families of those on the wall prior to removal or do McQueens do that? Linda to follow up.
2. Proposal to purchase the Playground equipment was passed in out of session consultations with all committee members. Ashley to order.

#### 1 REPORTS

**1.1 - President Report** – No report as away.

**1.2 - Finance Report** (Sue Crook).

**As of 31/8/24** - Cheque a/c \$38,670.93 – Incentive Saver \$50,264.98 Total in Bank: \$88,935.91

- Computer person still working on restoring hard-drive hence no graphs etc available. Suggested Shaun be consulted re backing up to Cloud as secondary measure.
- Would like Ashley to approach Withers re: cost of Audit last 2 years of \$891. Had said they would charge us the same as Christine Henrich did before retiring.

**Motion that Financial Report be accepted: Moved A Williams, seconded B James**

**1.3 – Secretarial Report**

Away until 4<sup>th</sup> November. All posters/paperwork have been generated for Long Weekend events and AGM in advance. Linda to put Nomination forms for AGM in Noticeboard cabinet.

**1.4 - Project Manager's Report**

- Beach Shelter – all but finished. Few minor tasks to perform.
- Have ordered Fly Wire Screen Doors from Peninsula Glass & Aluminium, Maitland. Deposit to be paid before proceeding but no Invoice received yet. Darryl to follow up.
- Basketball slab extension ongoing. Levelling to be done, waiting on Mesh to be delivered. Concrete by Crossy. Would like to co-ordinate various tasks with Wednesday Working Bees when all organised.

### 1.5 – Bar Manager’s Report

Very happy with outcome. Profit this year was \$10,555 and was our top fundraiser.

### 1.6 – Catering Manager’s Report

- September dinner cancelled re: amount of people away.
- October will be Takeaway Burgers as it falls on 2<sup>nd</sup> week of School Holidays.
- As per Out of Session Consultation, Committee passed that Monthly Dinner prices be raised to \$17 per adult, \$8.50 per child. No change to Takeaway prices but will be reviewed at later date.
- Still working on Catering Stocktake Spreadsheet with Geoff. Needs refining.

## 2 – OTHER BUSINESS

- Long Weekend Events – **Sat** - Pancake Breakfast, Trash & Treasure, Bingo. **Sunday** - Committee Meet 9am - AGM at 10am. All tasks & volunteers organised.
- Pauline McPherson has put together a raffle for long weekend. Tickets will be \$1.00 and draw to take place during Bingo Session.
- Geoff has compared Liability & Contents Insurance Cover as not happy with current provider. And renewal is due soon. Darryl suggested we also contact Insurance Advisor Nett for quote. A Sub Committee is to be formed comprising of Geoff, Darryl & Linda to research further.
- Still working through claim on Council Insurance for replacement of fence damaged during storm. After excess paid & half cost of repairs being neighbour responsibility, may only get \$250 back.
- 3. Peter Tarling, PtTurton sharpened knives for Progress free of charge. Janine requested a letter of thanks be sent. Linda to action
- Support RFDS by acquiring a donation tin to put on bar at hall. All agreed.
- Sue not here for next committee meet or AGM. Reported favourable comments from community members on the current Committee, our efforts not going un-noticed.
- New shelter – suggested a few high stools be erected near outer balustrade for people to sit & look out, lighting and maybe another table be added. Tap for rainwater tank still to be installed.
- 5 to 7 people turning up each week to participate in the Volunteer group.
- A Volunteer Registry with Contact details is a necessity in case of accidents. Secretary to action.

Meeting closed at 6.05 pm.

Next Meeting Sunday 6<sup>th</sup> October 2024 – 9am

AGM to follow - Sunday 6<sup>th</sup> October 2024 – 10am