

HARDWICKE BAY & DISTRICT PROGRESS ASSOCIATION INC.

MINUTES of Committee Meeting held: 10 December 2024, at Community Hall, Progress Road.

Meeting opened - 5.00pm

Present: Ashley Gordon (President), G Hampel (Vice President), Sue Crook (Treasurer), Marion Zafry (Secretary), Daryl Rohde (Project Adviser), Anthony (Willy) Williams (Bar Manager), Janet Raco (Catering Manager), Denise de Vries (Publisher Newsletter), Barbara Winter, Bev James, Jim Oliver, Sue Leverton.

Apologies: Linda Campbell (Assistant Treasurer), Melissa Gilchrist, Cr Kylie Gray.

Confirmation of Minutes of previous Meeting:

Motion: that the Minutes of Meeting held 7 November 2024, be confirmed as a true record.

Moved: S Leverton – Seconded A Williams. All in favour. Geoff Hampel **nominated Janet Raco** as a new committee member (Catering Manager) and on behalf of all committee members welcomed both **Denise de Vries** (Newsletter publisher) and **Janet Raco** to their first official meeting.

Business arising from previous Minutes (not covered elsewhere in the Agenda):

- **Cr Kylie Gray** updated by email re the **horse poo issue** that she confirmed with Tiff a message to a large number of horse owners on the area and *“we are all on board with making sure that they are cleaning up after themselves.”*
- **Linda Campbell** updated by email the query from Geoff Hampel whether it was worth continuing **with** Bingo as callers were hard to find. Linda and Sue C had prepared a financial report (attached at Treasurer’s Report) showing that in **the last six months** the profit equated to **just over \$3,000 and did not include** School Holiday sessions or Pt Turton (in November). Linda’s opinion is regular Wednesday sessions should continue as they provide a community service and are a good money maker. Linda also advised that Bingo appreciation gifts have been purchased for volunteers which will be handed out by Sue Crook at the December Bingo.
- **Jim Oliver** reported that the insect trapper has been purchased.
- **Birdlife Australia** – requested hire of hall on Thursday 16 January, 3.30-8pm. **Unanimously approved.** Action: Secretary, Treasurer, Catering Mgr to follow up re booking form, invoicing and catering.
- **HBPA Assets to council** – Ashley confirmed that the assets purchased for the playground had now been handed over to Yorke Peninsular Council (YPC) and would be covered by their insurance etc.

1 REPORTS

1.1 - President Report – Ashley

- Completed December Newsletter.
- Completed Grant Application for Table Tennis Table at playground (requested \$2800).
- Replacement bottle brush trees needed. Committee unanimously **approved** the purchase of 8 large trees. Wednesday volunteers to instal in stages 1) watering 2) snail bait 3) spread 1-2 metres. May look further down the track at Quandong trees.
- Completed Grant Application for new Memorial Wall (\$12,000)
- Old bar sold for \$400. Kindling wood has also been donated.

- Kyall (re kitchen and bar refurbishments) –to be recognised for his work at Christmas Dinner. Daryl to ensure invite to Kyall & Bec. Ashley & Treasurer actioning recognition payment of \$1,000. Moved: Ashley, Seconded Willy, **All in favour.**
- **FREE Australia Day Event** –of **Donation \$500** from Noel and Pauline Neitz towards product (to include lamb chops). Committee unanimously AGREED it would supplement the FREE event to ensure enough product for attendees including fruit box for children and soft drink for adults. Secretary to prepare letter/Certificate of Appreciation to be signed by Ashley and for presentation at the Australia Day Event. Action: Marion

1.2 - Finance Report (Sue Crook)

- **As of 30/11/2024** - As tabled and discussed. Cheque a/c \$9,362 – Expenses \$6,502 Profit for the month: \$2,860.

Motion: President & Finance Report be accepted: **Moved** J Oliver, **Seconded** D Rohde. **All in favour.**

1.3 – Project Adviser’s Report

- Posts have been placed in front of shelter to protect from cars.
- Bar at shelter almost complete.
- Roofing sheets at new shelter fixed by YPC.
- Complaints received re toybox at beach shelter. Material removed with any good quality toys moved to playground toybox. Thank you to Willy’s Wednesday volunteers for fixing.
- Front Screen doors will be installed prior to Christmas. Back screen door in 2025. Keys for all access doors will be cut as needed for Committee members commensurate with their roles.
- Bench seat will be installed at new shelter in near future.
- Also looking at bar stools for new shelter.
- Toilet at South Rd (the Loop) to be a priority in 2025 (Sue Crook). Geoff happy to lead a project to get toilets.
- Special **VOTE OF THANKS to Daryl & Jim** for their work on upgrading the Hall Bar.

1.4 – Bar Manager’s Report

- Profit of \$1073.48 for the month of November. Willy still sourcing competitive prices at 2 suppliers (one of which has recently changed hands. It **was moved** Sue Crook, **seconded** Daryl Rhode that the bar be stocked with large pink sparkling wine not only is it more economical, but it is a superior product to the piccolos. **All in favour.**

1.5 - Catering Manager’s Report

- Stocktake completed by Geoff and Janet. Initial report shows profit of \$95.95 for November.
- Christmas Dinner. Payment of \$130 was **unanimously approved for \$130** for Sandy who helps with food and drinks (usually from 7pm til finish). There will be lucky door prizes of 4 gingerbread houses kindly donated by a bakery owned by Jim Oliver’s daughter. Secretary to find out details for thank you letter/certificate to be presented. Action: Marion
- Takeaway nights were agreed for 28 December, 4 January and 11 January. Janet has organised sub-committees for various aspects so all runs smoothly. This has been aided by purchasing a hamburger making machine.
- Petty Cash floats. Janet requested a Float of \$100 (to be kept at bar). Willy requested another float of \$100 for meat tray when there is events (in small denominations). This was also **unanimously approved for \$100** – Treasurer to action (2 small cash floats x \$100).

- Volunteers peeling potatoes for dinner on Friday. Kind donation of 2 x 20kg bags from **'Maria & Dave'**. Details to be given to Marion to ensure thank you letter/certificate. Geoff will also provide details to Marion of **Castlemaine donation** to ensure appropriate thank you letter/certificate to be raised.
- **Vote of Thanks was given to Geoff** for picking up from Adelaide numerous Christmas goodies.
- **Christmas Dinner Volunteers** – it was NOTED that NO VOLUNTEERS will be paid for their service. **Unanimously Agreed.**

2. GENERAL BUSINESS

President called for comments from around the table:

- Marion – Thank you to all who covered secretarial matters whilst on 8 weeks' leave.
- Daryl – all projects nearly completed. WELL DONE.
- Barbara – nil
- Bev – Christmas specials. All appreciated the decorations Bev has bought at good prices and was authorised to continue doing.
- Bev – re Walk the Yorke – issue has been raised before and YPC contacted. Unfortunately nothing more Committee can do, YPC is responsible.
- Denise – committee approved Denise to request a quote for revitalising the Website.
- Jim – Jim and Sue Crook volunteered to undertake Food Safety Supervisor's course as a backup, but will pay in 2025 so there is 3 months to complete.
- Willy – retiring volunteer Buck's key has been given to Brett. Marion to update register
- Janet – Will need takeaway posters and meal sheets – Marion to do.
- Sue Crook – new toilets (see Project Adviser's Report) and need to look at getting a back-up Secretary. Sue Levertton kindly volunteered to do written minutes if required.
- Ashley – planning to start re Australia Day Event and Fishing Competition will be in its 10th year.

3. Meeting closed at 6.35pm

4. Next Meeting, Thursday 9 January 2025, 5pm.