

## MINUTES of Meeting held Tuesday 6th June 2023

Loomberah War Memorial Hall, Loomberah

1. **Welcome by Chairperson** (Liz) 7:07pm
2. **Present:** Liz Blackburn, Janelle Tongue, Leanne Ponto, Kate Ponto, Tanya McKnight, Ian Pittman, Derani Barwick (Zoom participant), Rebecca Barwick (Zoom participant)
3. **Apologies:** Karlie Tongue
4. **Membership:** Welcome to new members Leanne Ponto and Kate Ponto
5. **Risk Awareness Statement**
6. **Minutes** from previous meeting held Wednesday 15th February 2023. (Minutes noted. 1<sup>st</sup>: Tanya, 2<sup>nd</sup> Ian)
7. **Business Arising** from the Minutes of Meeting held 15/2/23
  - 7.1. *Post-Covid TRC requirements*
    - *TRC Covid Policy for Committee Members remains*
    - *Bede Bourke – to take the matter to TRC S355 Meeting today (6/6/23) on our behalf, to discuss our frustrations with this policy excluding members.*
    - *Ask TRC if our valued non-vaccinated Covid 19 Community Members wishing to participate on the committee can do so if attend meetings via Zoom? – Liz/Kaye*
  - 7.2. *Future Projects (5 year plan) –*
    - *Footpaths – Recent application with TRC for Village Improvement Grant. Awaiting successful recipient/s announcement – Derani*
    - *Air Conditioning – with TRC for update on electrical upgrade, then AC possibility*
    - *Raised stage/deck around tanks*
    - *Internal repaint + bathrooms**All projects discussed with Jacob Martin – TRC Building Operations Officer (4/5/23). Awaiting response TRC.*
  - 7.3. *Table trolley modifications completed. Instructions/signage required. Thank you Ian. - Karlie*
  - 7.4. *Umbrella stand/tall pot for front patio – Janelle/Karlie*
  - 7.5. *Christmas Mailbox Competition 2023 – Discussion and thoughts towards re-running. Reduce the prizes or no prizes. Map of tour. Tour event. Deadline for completed displays if participants would like their displays posted on Facebook. Possibility of donation/honesty/voting box at hall.*
  - 7.6. *Honouring our local Defence Force – An acknowledgement of our present-day people who have served in wars. Kate Ponto, Ben Lye, Neil Hartigan, Libby Richards and Dennis Clapham. Desire to update boards with names, year/s of deployment and service area. Kate is sourcing more service names and details. Anzac Memorial of soil from*

*Loomberah in Sydney War Memorial (2018). The Hall is not on the War Memorials Register. Derani to look into registration of our hall. Kate and Janelle to work on honour board update. Liz/Karlie to email out community consultation/Facebook for more names (upon registration).*

*Once the Hall is Registered on the NSW War Memorials Register then we can look at possible grants. See attached summary by Derani. – Derani/Janelle/Kate*

7.7. *Proposed AGM date – Tues July 25<sup>th</sup> 7pm. TRC notification timeframe.*

7.8. *Checks and dates*

- *Defibrillator – AED pad replacement. Check with Kay. Confirmation required.*
- *First Aid Kit – restocked and current. Out of date items replaced March 2023.*
- *Test and tagging – completed by Doug Blackburn Air & Electrical 30/3/23*

7.9. *New TRC lawn mower received – induction received by Derani. Housed in Fire Shed.*

7.10. *Middlebrook Solar Farm – declined the offer for interview*

7.11. *Loomberah Autumn Picnic – debrief: Friday night more preferable for the future.*

*Relook at next meeting for possible Spring gathering.*

7.12. *Hall Maintenance –*

7.12.1.1.1. *Wall water damage (Kay) – noted by Jake Martin (4/5/23)*

7.12.1.1.2. *Toilet taps – replaced 30/3/23*

7.12.1.1.3. *Wall fan - switch not working (closest to kitchen in supper room).*

*Doug Blackburn to source replacement, test and tag, then hang.*

7.13. *Festoon Lighting - 2x quotes (one hardwired \$1500 & one solar \$540). Committee preference for solar for street appeal and security purposes. Additional cost of 3x steel poles and wire cables to be strung between poles to minimise stretch of lighting. Doug to source price comparison of solar. - Derani*

7.14. *CPR Refresher 2023 – Tamworth First Aid. Refresher required from 2022. Date TBC on a weeknight. - Janelle*

7.15. *Fire shed security update - 4 cameras has been by fitted by NSW RFS around shed and hall breezeway.*

## 8. **Correspondence In:**

8.1. TRC new invoice template – Tanya to get Loomberah Hall logo inserted

## 9. **Correspondence Out:**

- Village Improvement Fund application

## 10. **Treasurer's Report:** (Tanya)

- Bec to enquire re: Deidre Burke wedding funds (pre Covid booking) of \$962. Details for refund required.
- If successful with the concreting for the Village Improvement Fund, this will leave <\$5K in hall funds.

Report noted to be true and correct – 1<sup>st</sup> Tanya, 2<sup>nd</sup> Ian

## 11. **Booking Officer's Report:** (Bec)

- Fri 16th June – Joely (enquiry/TBC)
- Wed 12-Fri 14/7/23 – Carnell/Wray
- Sat 29-Sun 30/7/23 – Durkaya \*\* **KEY PICKUP/HAND OVER – Janelle**
- Sat 7-Sun 8/10/23 – Durkaya
- Fri 20-Sun 22/10/23 – Rossiter
- Fri 3-Sun 4/11/23 – Timbumburi P&C – TBC (Liz)

12. **General Business:**

12.1 Email update – Email address request for further residents that do not currently receive our news. Next meeting – discuss ideas of how to further communicate with our communities? Printing contacts? Possible Facebook post - Asking if people would like to be added to our email list. Karlie

12.2 New Loomberah Residents – welcome packages (Loomberah recipe books etc) delivered by Janelle. Love family this week, and 'Boon' new residents + 'Evans' new residents (Baileys) in coming months.

13. **Committee Projects:** (ongoing – can be added to at any time)

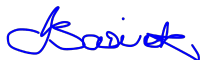
1. Concrete paths at entrance and side gate
2. Air Conditioning: a) kitchen, b) hall area
3. Raised stage/deck in front of the tanks (out from the toilet)
4. Internal re-paint + bathrooms
5. Hall sign – drive-by hall information for passing community members.

14. **Business Without Notice:**

- *Further Hall Maintenance*
  - .1. *Gas leak – strong smell of gas inside the hall when the bottles remain turned on outside the kitchen. Oven has been checked as off.*
  - .2. *New shutters – 2x broken floor locks (one on each of the two middle shutters) – reported already to Jake Martin 4/5/23.*
- *Signage quotes – for out the front of the hall for events, similar to schools with changeable wording. Liz/Karlie*
- *Fundraising opportunity – offer Mosaic Workshop tea & coffee/light catering. No food for previous attendants. (Bec)*

15. **Next Meeting:** AGM + General Meeting *Tues July 25<sup>th</sup> 7pm.*

16. Meeting closed at: 9:07pm (minutes taken and prepared by Liz Blackburn)



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Signature of President



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Signature of Secretary