

MINUTES of Meeting held Thursday 8 February 2024

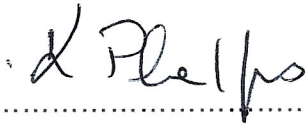
Mechanics Institute, Manilla

Meeting commenced at 4pm

1. **Chairperson** – welcomed all to the meeting
2. **Present:** Richard Bell, Kate Phelps (Chair), Gwen Taylor, Breanna Robertson, Greg Phelps (Sec), Tamara Phelps, David Ridgewell, Lisa Hannaford (on phone).
Guests: Jack Chalmers
3. **Apologies:** Jane Martin, Emily Gaill, Zachary O'Connor, Jim Maxwell
4. **Membership:** Isis Ashton commented that she was interested in joining the committee.
5. **Risk Awareness Statement:** Nil risks identified.
6. **Minutes of previous meeting:** Held 18 Jan 24
7. **Business arising from the previous meetings:**
 - 7.1 Post Event Analysis completed and sent to Council.
 - 7.2 Everyone commented on the Meet and Greet with the Ambassador.
 - 7.3 David Ridgewell congratulated Kate & Greg for the Australia Day Eve dinner.
 - 7.4 The Chair asked Lisa Hannaford if it was held at the Motel again, about a conflict of Interest. Lisa stated as long as it was declared beforehand it would be fine.
8. **Correspondence In:**
 - 8.1 Letter from Council - Facility Improvement Fund 2023-2024
9. **Correspondence Out:** Nil
10. **Treasurer's Report:** Working account \$829 and we still have the \$4000 from Whitehaven. Moved: David Ridgewell, Seconded: Tamara Phelps that the report be accepted, Carried.
11. **General Business:**
 - 11.1 Advertising for nominations for Australia Day when they open and close possibly on Manilla Matters Facebook page and What's going on in Manilla. Talk continued reference nominations and venues to hold the Awards. It was suggested that the pool again be a venue for one year and then back to Pioneer Park the next year. More discussions to be had at a later time.
 - 11.2 Secretary position – Kate Phelps nominated Greg Phelps to be the Committee Secretary, seconded by Gwen Taylor, Carried.
 - 11.3 The Secretary to write thank you letters to Isis Ashton, Chris Allen and the Lions Club for their participation on Australia Day.
12. **Committee Projects:** (ongoing – can be added to at any time)
 1. Halloween Disco
 2. Projector
 3. Christmas Carols
 4. Kids Trivia Afternoon
 5. Craft for Kids afternoon

- 13. **Business Without Notice:** For the Christmas Carols write letter to SES and RFS to act as marshals for Santa's sleigh.
- 14. **Next Meeting:** 14 Mar 24

Meeting Closed at 4:58pm. (minutes taken and prepared by Greg Phelps)



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Signature of Chairperson



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Signature of Secretary