

MINUTES of Meeting held Thursday, 14 September 2023

Mechanics Institute, Manilla

Meeting commenced at 4pm

1. **Chairperson** – welcomed all to the meeting.
2. **Present:** Gwen Taylor, Kate Phelps, Lisa Hannaford, Emily McDonald – on phone, Jane Martin, David Ridgwell, Breanna Robertson, Isis Ashton – on phone
Guests: Nil
3. **Apologies:** Richard Bell, Jim Maxwell and Frank McNamara
4. **Membership:** Nil.
5. **Risk Awareness Statement:** Nil Risk
6. **Minutes of previous meeting:** Held 17 Aug 23
7. **Business arising from the previous meetings:** Nil
8. **Correspondence In:** Nil
9. **Correspondence Out:** Accounts as per Treasurer's Report
10. **Treasurer's Report:**
11. **Booking Officer's Report:**
11.1 Town Hall booked for Halloween Disco.
12. **General Business:**
12.1 Whitehaven donation – what to spend (Do we purchase a floating device for the pools of Manilla and Barraba). – Lisa to follow up
12.2 Christmas Carols – St Michaels are concerned about the small area they have for seating and sound system. – Jane to follow up
12.3 Nominations for Australia Day are now open and will close in November.
12.4 Australia Day awards will be held at pioneer park this year, program will be completed NLT 1 January.
13. **Committee Projects:** (ongoing – can be added to at any time)
 1. Christmas Carols
 2. Australia Day Awards – Lisa to follow up on budget.
 3. Halloween Disco Fri 27 Oct 6-8pm
14. **Business Without Notice:**
15. **Next Meeting:** 12 Oct 23

Meeting Closed at 5.30pm. (minutes taken and prepared by Kate Phelps)

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Signature of Chairperson

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Signature of Secretary