

Dungowan Hall Committee

A Section 355 Committee of Tamworth Regional Council
Committee Mailing Address: [Current mailing address]

Contact Information:

Chairperson:

Name: Alison Leckie
Phone: 0411 061 064
Email: hato.leckie@bigpond.com

Booking Officer:

Name: Marie Goodwin
Phone: 0400 968 599
Email: mariegoodwin31@gmail.com

Secretary:

Name: Liz Lollback
Phone: 0427 694 274
Email: melollback1@bigpond.com

MINUTES of Meeting held February 21, 2022

Dungowan Hall

Meeting commenced at 7.10pm

Chairperson: Alison Leckie welcomed all to the meeting and reminded everyone to sign in at the Register.

Present: Alison Leckie, Margaret Brady, Jacqui Gidley-Baird, Liz Lollback, Michael Lollback, Wendy McRae, Marie Goodwin

Apologies: John Thompson, Robyn Thompson, Di Brown

Risk Awareness Statement: tabled

Minutes of previous meeting: That minutes accepted as read
moved: Jacqui Gidley-Baird seconded: Margaret Brady

Business Arising from the previous meetings:

- Work has been assessed by Hugh and Alison Leckie for the handrails to the stage. The installation needs to be done via the kitchen wall to be secure. Hugh and Alison have kindly offered to complete this using the Essential Energy grant of \$200.
- A. Leckie will follow up with Jeff Cwach to test appliances.
- The Asset Register has been completed and will be forward to s355 Place Management Committee
- Document to welcome new people to the Dungowan Valley has been commenced.
- Working Bee on November 28th was successful in sorting and removal of rubbish which TRC took care of.
- A. Leckie will purchase three trolleys to store and move the tables

Correspondence: IN

DATE	FROM	SUBJECT	COMMENT
18/10/2021	M. Goodwin	Next meeting	1/11/21
1/11/21	M. Goodwin	Meeting minutes	AGM August 26 th 2019 and General March 15 th 2021
1/11/21	M. Goodwin	Draft Dungowan Hall Strategic Plan for 355 committees	Forwarded by A Leckie Tabled, printed and filed
1/11/21	J. Gidley-Baird	2020 – 2021 financials	Tabled in AGM
1/11/21	M. Goodwin	Correspondence	15/3/21 – 1/11/21 tabled in Nov 1 st minutes
2/11/21	M. Goodwin	FWD updated S355 Venue COVID safe plan	Tabled,printed and filed
2/11/21	J. Gidley Baird	General meeting financials	Included in minutes
9/11/21	TRC Place Management	COVID update from 8/11/21	Changes noted at meeting and filed
10/11/21	M. Goodwin	IMPORTANT COVID update from 8 November 2021 Bookings 3rd 4 th Dec council election venue 7/12/21 – water NSW sessions	Forwarded to Committee Printed and filed
11/11/21	J. Gidley-Baird	Welcome to Dungowan draft handout info	ongoing
16/11/21	D. Brown, M. Goodwin	Hall mowing	
21/11/21	D. Brown J. Gidley-Baird	Apology for hall clean up on 28/11/21	
23/11/21	M Goodwin	Recipient Created Tax Invoice LG2101-107-023	Forwarded to J. G-B
30/11/21	TRC Place management	Re: Fire Safety Inspections at our S355 Community Halls	Inspections in next two weeks
1/12/21	TRC Place Management	Rubbish removed	Appreciated!
4/12/21	A. Leckie	Copy of report 2019 – 2020 and strategic plan 2021 - 2026	Tabled at meeting Printed and filed
6/12/21	Place Management	Acknowledgement - Minutes of Dungowan Hall Committee meetings held 10-02-2021 and 15-03-2021	
10/12/21	Place management	S355 Committee Loan or Hire of Indoor and Outdoor Furniture to cease	noted at meeting Printed and filed
17/12/21	Marie/Place management	URGENT information for Section 355 and Visitor Information Outlet Volunteers	Noted at meeting Printed and filed
17/12/21	Alison/ Place Management	Section 68 Approval-Temporary Camping CMF 2022	Printed and filed

DATE	FROM	SUBJECT	COMMENT
3/1/22	Marie/Alison	Country Music Camping	Decision to cancel
3/1/22	Alison	Questions to Jacqui re. CMC	
4/1/22	J. Gidley-Baird	Costs of 2019 CMC	
5/1/22	Marie /Kay Byrnes	Council reply to Advice of CMC cancellation	
10/2/22	Place management Committee	2022-2023 Regional Events Marketing Support Program.	Check out website Printed and filed
17/2/22	A. Leckie	*Round 2* of Facility Improvement Fund 2021-2022 - Opening Thursday 17/02/2022 - Closing Thursday 17/03/2022	Discussed at meeting
21/2/22	Marie Goodwin	Country Music /camping report	Table at meeting Add to minutes
November 2021 – February 2022 CORRESPONDENCE - OUT			
28/11/21	M. Goodwin	Request to TRC to remove rubbish from the Hall after cleanup	Rubbish removed by TRC
5/1/22	Marie Goodwin	Advice of CMC cancellation to Placement management committee	Reply from Council received
17/2/22	Liz Lollback	Notice of Feb meeting. Nov Minutes attached	Sent to Committee members

Treasurers Report:

Income	
Camping fees	-\$59.00
Charitable donations	\$200.00
Hall hire	\$810.00
Total income	\$951.00
Expenses	
Capital equipment	\$-
Hall cleaning/maintenance	\$-
Electricity	-\$531.89
Gas	\$-
Hall refund	-\$500.00
Total expenses	-\$1,031.89
Net profit/ loss	-\$80.89
Account balance 17/2/2022	\$20,993.61

Moved: Jacqui Gidley-Baird seconded: Wendy McRae
That report be accepted as read.

Booking Officer's Report:

- All weddings booked for 2021 were cancelled due to COVID
- Currently there are no upcoming bookings
- M. Goodwin tabled a report for Country Music Camping which was cancelled due to the Festival being postponed until April. (attached to minutes)

General Business/ Business Without Notice:

- Discussion about the Hall Committee holding a **Community Event** such as a Bingo evening. Decided to hold over until next meeting.
- Discussion re. **Camping for the April Festival**. The decision was made to see how many bookings have been made by 7/3/22 and if it is a viable proposition for the Hall Committee both in terms of the maintenance and cleaning required to prepare for and clean facilities for the campers during the Festival
- There was also discussion about Dungowan Progress Association and their physical input into the preparation for camping for 10% of the profit.
- A. Leckie will follow up with Council about Camping Approval status should we go ahead with camping for the Festival April 18th – 24th 2022.
- J. Gidley-Baird will look into the “break even” viability and M. Goodwin will communicate the decision to the Hall Committee which is to be forwarded to Place Management Committee
- **Maintenance of Hall grounds** – L. Lollback to contact D. Brown to see if Corrective Services are still available to maintain the Hall grounds.
- **Facility improvement fund 2021-2022 Round 2** – Decision was made to put together an application for funds to assist with building an undercover area with concrete floor and picnic table. It was suggested that we obtain a quote for the work - M. Goodwin to follow up
- **Exercise classes** – The funds are still available. J. Gidley-Baird will follow up with a view to recommencing the classes.
- **Strategic Plan 2021 – 2026** – A. Leckie will update Project 4
- **Vote of thanks** – Margaret Brady tabled a vote of thanks for Marie Goodwin for the excellent job she has done as Secretary of the Hall Committee for the past nine years.
Thank you, Marie!
- The area around the septic tank has been concreted and fenced by H. Leckie but has access for mowing. The gate needs to be kept closed to limit access to the tank.

Date, time and venue for next Dungowan Hall - Committee Meeting:

Next meeting: Monday 16th May, 2022

Meeting closed at: 8.19pm