

# MINUTES OF GENERAL MEETING DUNGOWAN HALL COMMITTEE

**April 30<sup>th</sup> 2018**

**Opened: 7:42pm**

**PRESENT:** John Thompson, Jacquie Gidley Baird, Jan Oakhill, Marie Goodwin, Di Brown, Robyn Thompson, Margaret Brady, Karen Herring, Cynthia Tongue, Mike Lollback

**APOLOGIES:** Liz Lollback

Minutes of the last meeting were read and accepted. *Moved: C.Tongue, Seconded: D.Brown*

## **BUSINESS ARISING:**

- Black Sheep contacted again, will be out Monday 8<sup>th</sup> or Tuesday 9<sup>th</sup> of May.
- Mower: we were unsuccessful for the grant. The hall is still on the community mower program. Discussion whether we would pay someone to mow. DI Brown has asked Max McDonald and he would for \$25/hr. Jacqui moved a motion "that someone be paid to mow as an interim solution. They must have their own insurance" 2<sup>nd</sup>: D.Brown. Motion carried.
- Dishwasher discussion moved to GB
- Cynthia suggested doors at the kitchen area.

## **CORRESPONDANCE IN:**

### **Emails-unless stated otherwise**

**12/9:** Essential energy: Thank you for submission to community Support Program for 2017

**20/9:** K.Burns: Funding application for a mower.

**21/9:** J.Langfield: Invoice for electrical work done and bill payment authorization. Service agreement with JRRichards not done yet as we hadn't had approval for CM camping.

**22/9:** C.Tongue: Letter of support for mower application

**26/9:** Mower application (K.Burns) to small grants for rural community program

**26/9:** K.Burns (G.Tapper): A/C tech asked to fix the leak in the hall to prevent further damage to the building. Sourcing quotes so the install may be a month away.

**13/10:** K.Burns: request for meeting minutes for 2017

**16/10:** J.Oakhill: Maintenance, cleaning, mowing etc

**18/10:** J.GBaird: Letter for bank signatories

**19/10:** J. Langfield: electricity account

**25/10:** J.Oakhill: Chair hire, state of the hall after a hiring and key drop off

**2/11:** K.Burns: Woodfordia travelling art show

**11/11:** Pre event camping analysis and checking we have approval for CM camping  
**9/11:** K.Burns: Application required for CMC  
**13/11:** K.Burn: Draft application foe CMC  
**14/11:** J.G.Baird: Updated financials  
**17/11:** J.Oakhill - CMC bookings  
**22/11:** Origin Energy invoice  
**23/11:** Remittance Advice for \$200from Essential Energy  
**14/12:** K.Burns- Christmas wishes  
**5/1:** K.Burns: DA for CMC. Our application for the small grants for rural communities program round 32 has been received.  
**17/1:** Phone call from Lisa Ferguson- we have approval for 1 year for CMC. Need to do another application.  
**19/1:** K.Burns: Total fire ban  
**31/1:** J.Archer: Festival of small halls at Woolbrook hall  
**6/2:** R.Newell: Snake bit first aid poster  
**8/2:** J.Archer; Feedback wanted-communication with 355 committee excs  
**15/2:** K.Anderson via K.Burns: Nominate a local senior & NSW creative achievement award  
**15/2;** J.Oakhill: Problems with the hall- AC and heaters still not fixed, mic broken  
**19/2:** Origin energy invoice  
**23/2:** R.Newell: 2018 rural heritage awards  
**29/2:**R.Newell: 2018 TRC community volunteers of the yr award and TRC youth council expressions of interest  
**29/2:** K.Burns: small grants- unsuccessful for mower  
**13/4:**R.Newell: 2018 Media release- carpark survey  
**14/4:** Electricity bill  
**17/4:** K.Burns: Place Management Team council has 46 S355 committees. Kay is the senior place manager  
**26/4:** J.Langfields: Reminder from Jan invoice for JR Richard

**CORRESPONDANCE OUT:**

**13/9:** Janelle Tongue- Thank you for the invite, however committee unable to help at camp draft.  
**20/9:** K.Burns- funding application for the mower  
**20/9:** C.Tongue and D.Brown request to write a letter of support for mower application  
**1/11:** K.Burns: check that approval for CMC has expired  
**6/1:** MGoodwin : to committee re CMC ground cleanup and bbq  
**16/1:** CMC cleaning roster  
**12/4** M Goodwin to committee -Hall meeting

*Moved: M. Goodwin Seconded D.Brown that correspondence is accepted as read.  
Carried*

## **TREASURER'S REPORT:**

S1 \$14,522.50

S2 \$10,039.53

See Treasurer's Report for full details

*Moved: J. Gidley Baird Seconded M.Brady that the treasurer's report be accepted.  
Carried.*

## **GENERAL BUSINESS:**

- Report from Karen Herring: Re Plates: \$1.97 each for commercial white bread & butter plates (200) Discussion to get prices for dessert and dinner plates. Motion moved by J.Oakhill that the committee purchase 200 of each: dinner plates, B&B plates and dessert plates. 2<sup>nd</sup> by C.Tongue. Voted, Motion carried.
- Dishwasher –still ongoing. Marie to contact Kay
- Heaters have been fixed
- A/C: John spoke to Kay re upgrading AC rather than fixing the pipes. TRC wants replace the AC when funding available.
- Jan suggested purchasing plastic boxes to store the cutlery so it makes it easier for counting after functions. Motion J.Oakhill that plastic boxes be purchased 2<sup>nd</sup>; M.Brady Carried.
- Marie to get another quote for the stage relining.
- Thanks to Di Brown for sourcing roller blinds and to Jan and Easy for installing them.
- Cynthia suggested that the back stage area needs a clean out. A Working bee proposed for sometime in June. ? Sunday 3<sup>rd</sup> of June. Cynthia to organize.
- Glass bowls not suitable for garden club functions.
- Bain Marie needs attention as a knob has broken off. John raised the issue of storage and whether it will be used in the future. He will discuss with Kevin Smith.
- Discussion re tables: We have 27 “newer” tables and 3 old ones. Many of the tables need repairing. Bunnings have trestles tables for \$47. Officeworks have round tables for \$167. Cynthia will work out what it costs to make wooden trestles tables. John and Robyn will look at various options. Committee keen to replace the tables.
- The Garden club would still like to donate a tree however it is too dry for planting. Will happen in the future.
- Country Music Camping- Campers requested to be more spread out. We need to make another application for camping approval for 2019 and beyond.
- Jacqui suggested and moved a motion that a local cleaner be paid to clean the hall if hirers leave the hall in a less than ideal state. Payment comes out of their bond. This must be added to the rental bond agreement. 2<sup>nd</sup>: D.Brown. Carried.

- Jan indicated that the rental agreement needs updating. Marie to contact Kay to see if council has a format for a hire agreement.
- Cynthia asked if the P& C could have an extension to clean the hall following the annual Prawn & Chicken night. All agreed Wednesday following the function and the key returned to Jan on Thursday.

Next Meeting: August 20<sup>th</sup> 2018 following the AGM

Meeting closed: 8.35pm

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M.Goodwin  
Secretary

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J.Thompson  
Chairperson