

Milang and District Community Association Inc
Committee Meeting
Ace Space MOSHCC
Monday 27th November, 2017 at 4 pm
Minutes

1. Compulsory Issues

1.1 Conflict of Interest: Nil

1.2 WHS: Follow up regarding photocopier and smell of toner. No more problems but the situation is still being monitored.

Pamela Francis moved that a blind or window shade be installed in store room/pantry area as this would aid in keeping the room cooler on hot days.

Seconded: Katie Whittam

Carried

1.3 Complaints: Nil

1.4 Apologies: Treasurer Julieanne Kerrison, Shannon Granger, Elaine Bell, Glen McKenzie,

Present: President Katherine Stanley Murray, Stuart Jones, Katie Whittam, Pamela Francis, Gerry Suisted, June Dolling, Fiona Pitcairn, Vice President Peter MacGregor, Secretary Barbara MacGregor

Colleen an employee at MOSHCC was welcomed to the meeting, she presented a talk on Growing Life Connections and the work currently being carried out. Colleen requested to talk to MADCA committee to request their approval for a fundraising opportunity in which Katie Whittam will endeavor to kayak from Morgan to Milang with "Kev the Kayaker" during 14th to 21st April 2018. Katie will be looking at obtaining a donated kayak which will be auctioned off as a fund raiser at the end of the trip. A support boat and people to join in to support Katie will also be needed. Pamela moved that the board approve Colleen's request.

Seconded: Peter MacGregor

Carried

2. Minutes from Previous Meeting 23rd October, 2017

Minutes of Meeting were previously circulated. Pamela Francis moved that the Minutes be accepted.

Seconded: Katie Whittam

Carried

3. Business arising

3.1 Community News -succession planning

Jude Aquilina a local community resident has shown interest in becoming involved as the editor of the Community News but would like a team of volunteers to assist her. Bernie (volunteer coordinator) has been liaising with Jude towards this end.

3.2 Name plaques for paintings at Institute

June Dolling and Barbara MacGregor are working together to make this happen. June commented that she would get to this over the next couple of weeks.

3.3 Pump House update and lease agreement

Katherine has the completed lease by Council and after discussion it was decided to include the clause that Council carry out general maintenance and upkeep on the site. The Board agreed that this needs to be pursued and an amendment to the agreement needs to be made.

Action: Katherine Stanley -Murray together with Fiona Pitcairn will re word clause and make the amendment to lease before signing.

A date needs to be set for the opening of the Pump House.

3.4 MOSHCC and Community Perception

The Board discussed this matter including the matter of MOSHCC being seen by community as part of MADCA not the other way around.

As discussed in previous meeting the Board will arrange quarterly Board meetings to be held at Institute to invite community members to attend.

We need to put a face to MADCA so the community know who we are. Including inviting and visiting other community groups (ie Men's Shed, Regetta Club, Oval committee) in Milang. A community BBQ was also mentioned.

Pamela Francis moved that the Board should set these ideas in motion.

Seconded: Peter MacGregor

Carried

Fiona will look at dates of meetings for next year and consider the dates of which meetings will be open meetings held at the Institute. Invited to these open meetings will be volunteers, staff and Board members.

It was commented on by Barbara that she would change all her paperwork from now on to change acronym to MADCA instead of MDCA to keep in line with other written work concerning the Board.

3.5 Induction of new Board Members

Induction for new Board members elected in August has not been done. Fiona declared that this can now be done electronically and she will send information to Elaine, Gerry, Katie, Julieanne and Gerry to be signed off as soon as possible.

4. Treasurers Report

Fiona reported on this report as Julieanne was unable to attend the meeting. All profit and loss statements and balance sheets had been circulated to Board members prior to the meeting. John Toshach has recently retired from his position of accountant and Shannon Granger will now be fulfilling his role. Fiona stated that she and Shannon will be changing the way accounts are reported by organizing the budget and MYOB reporting statements to be compatible and easier to comprehend.

Discussed was the loans from MADCA to the Butter Factory and whether this needed to be repaid. All loans from MADCA should be repaid even though they are a subcommittee.

Fiona Pitcairn moved that the report be accepted.

Seconded: Pamela Francis

Carried

5. Correspondence

5.1 Email from Jude Aquilina suggesting uses for Pump House. This was discussed by Board – including the fact that the uses came under a broad umbrella of “water based activities”. All Board members were impressed with the idea that the Pump House be used for Youth activities.

Action: Barbara to keep this item on Agenda.

6. Reports

6.1 EO's report

Fiona Pitcairn previously circulated her EO report and summary to MADCA.

Grants:

1. Fiona requested the Board's approval for Building Better Regions Grant used for additional funding for Butter Factory. Pamela Francis moved that the Board approve this grant application.

Seconded: Katie Whittam

Carried

The Board members discussed and agreed that in future “Grants” would be listed as a separate agenda item and would be under the heading of Finance/Treasurers Report. In accordance, the agenda will be updated from the next meeting onwards.

Fiona spoke to committee regarding the additional Creche funding and reported she hoped to access information sessions to gain a better understanding of the funding and its expectations.

2. Stuart Jones moved that the MOSHCC apply for the grant for Adult Community Education.

Seconded: Pamela Francis

Carried

3. Fiona discussed the Grant that Growing Life Connections for a cooking class and would like to apply for max \$5,000 . Pamela Francis moved that this be accepted by the Board.

Seconded: Katie Whittam

Carried

4. Stuart Jones moved that the Board approve an application for a grant to purchase a reversing camera for the MOSHCC bus and to motorize the roller doors on the garaged bus and car.

Seconded: Peter MacGregor

Carried

Fiona moved that her report be accepted.

Seconded: Katie Whittam

Carried

5. Fiona informed MADCA of another Grant approval that is needed Ace Funding Foundation Studies and Skills, Job Ready, links in with Butter Factory and work transition skills so that attendees can apply for jobs. Short pilot next year.

\$15- 30,000 grant. Each application to be identified person by person and grant money will be ascertained accordingly. Fiona moved that the Board approve the application for this grant.

Seconded: P MacGregor

Carried

6.2 Milang Sculpture Group

Katherine Stanley Murray reported that although the Council had stated that landscaping and plinth were to be installed this week, this has not happened. It is looking like early 2018 before the formal opening ceremony date can be announced. Katherine will contact Simon Grenfell at

Council and hand over the ceremony arrangements to the Sculpture Group Committee to organize the event.

The Snipe Sanctuary opening ceremony will also be going ahead so Sculpture Group need to be made aware that the two events do not clash.

Action: Barbara to give Katherine email contacts of Sculpture Group. Katherine will contact Simon Grenfell and the Sculpture Group of Board's decision to place opening ceremony details with them.

Katherine moved that her report be accepted.

Seconded: P MacGregor

Carried

6.3 Meals on Wheels

Pamela reported that there are currently 3 clients on the books and that the Christmas order has gone in today – 4 extra weeks of order to cover the break.

Pamela moved that her report be accepted.

Carried

6.4 Institute Report

The dishwasher has arrived now awaiting electrician and plumber to install.

6.5 Butter Factory Report

Great news that the Butter Factory was approved for \$150,000 grant from Fund my Neighborhood. The grant money should be available by February next year. Both Fundraising and Steering committee's will be having a break over Christmas / New Year period to gather their wits and strengths after a very busy year of work. There is one more fundraising market for this year to be held at the Institute on the 9th December.

Pamela asked for MADCA to approve "Change of Land Use" to be put on documentation for development planning.

Seconded: Katie Whittam

Carried

Pamela moved that her report be accepted

Carried

6.6 Remembrance Day

Katherine reported that all went well and was pleased to mention that New Zealand was included in ceremony wreaths for the first time. Katherine moved that her report be accepted.

Seconded: Pamela Francis

Carried

7. New Business

7.1 Guest Speaker to address MADCA meetings.

Fiona proposed that the Board have a guest speaker/s at each meeting next year (10-15 minute). This will help with familiarizing Board and staff of each other's commitment and role in the organization.

8. Any Other Business

8.1 Perception of MADCA to community /Change in venue for meetings.

As discussed at previous meeting the Board are keen to hold open meetings and get project information into the public domain. This will be worked on by conducting some meetings at the Institute and inviting public to attend and getting information and details out to as many as possible.

8.2 Change to date of meetings for 2018.

In order to get information out in a timely manner (especially via community news) the Board decided to change the date of MADCA meetings to the **THIRD Monday** of the month starting February 2018. The community will be invited to attend and will involve a guest speaker. Agenda to be put up on website. The Board will hold one of these open meetings every quarter.

Action: Barbara to set up dates and bookings for 2018 meetings.

8.3

Pamela informed the Board that her house and property is going on the market the next day and she has put an offer in on a house in Mannum – leading to her resigning from the committee in the future.

Fiona on behalf of MADCA thanked Pamela for her very much appreciated input to the community in her numerous roles.

The meeting closed at 6.30 pm

The next MDCA meeting will be held at the Institute on Monday 19th February at 4.00 pm.

K. Stanley Murray
Signed

19-02-2018
Date