

BBG SECTION 41 COMMITTEE MEETING MINUTES
Held in the Bush Gardens Volunteer Centre
Friday 13th December at 1.22pm

1. **Welcome** The Chairperson K Jenkins welcomed all present.
2. **Present** K Jenkins, Cr. B Sloane, B Simons, A Randell, R Johnstone, I Glastonberry, R Duance and R Dawkins.

In attendance: - P Payne, S Barrett, M Krause and K Wohlers.

3. **Apologies:** T Waldhuter **MOVED:** R Duance **SECONDED:** B Simons
That the apologies be accepted. **CARRIED**
4. **Minutes: MOVED:** B Simons **SECONDED:** R Duance That the minutes of meeting of the S41 committee held on the 8th November 2013 be accepted as circulated. **CARRIED**

5. Business Arising (See Attached Action Sheet):

Signage trees SM

5.1 Insurance

S Barrett reported that the insurance claim is in limbo as there is no contents insurance- Council carries the risk under \$5,000. She met with I Baldwin for further discussion for tools. The IT equipment will be replaced. We need to consider insurance for our equipment.

We need clarification of 'no insurance' and what is \$5,000. B Simons to **ACTION.**

5.2 Signage - Coulthard Park. Currently there is no money available for the project.

5.3 B Simons advised that a risk assessment will be done by Council. S Barrett and P Payne will be working with A Jackson.

ACTION. Needs to be reviewed every 12 months.

See action sheets

6. Correspondence:

In:

Volunteering SA/NT - Invitation to join open meetings

SITA Community Grant Program closes 31 January 2014

Native Vegetation Council - change to guidelines for clearance- invitation to comment upon.

Barossa Council corporate asset audit. - Rebecca Tappart.

NRM Schools Garden design – Moodle

Volunteering strategy check out link <http://www.savolunteeringstrategy.org.au/>

Out:

Grant Application – Corporate Volunteers – 10 volunteers for three days – seed collection- re-veg along the North Para – REX centre.

Grant Application – Community Voices Program

MOVED: B Simons **SECONDED:** A Randell That the correspondence be received. **CARRIED**

7. Financial Sub Committee Report: see attached report from last month what A Mousamas had done.

S Barrett and K Jenkins working with Mark from finance – for more break down of areas to fit the accounting. Hopefully we can get a report from council with a front page as a summary. So far to date we are within budget in most areas.

Report will be sent with agenda.

Village land care is underspent on resources.

TAFE have been sent an invoice for use of Vol Centre

8. Nursery Manager Report: P Payne

Review of TAFE course - They are happy to run again in 2014.

P Payne will do one day. Course was a Dual Certificate this year - skills for all –

Will just be Certificate 2 in Horticulture in 2014.

Re-veg nursery - still fine tuning sprinklers. Trip hazards need to be sorted out.

UTLM going OK.

Criminal checks started - Application forms need to be filled out by all volunteers.

Rotary Club visit a success – want to do another night.

Nuri High School 2014. Negotiations taken place.

Khan will be in charge whilst on leave over the Christmas break.

9. OHS: P Payne

Cr. B Sloan left the meeting at 2.28pm

10. Coordinator's Report including NRC report: S Barrett

Presentation to be made to the AMLR NRC alliance meeting in February 24th 2014 at Victor Harbor.

Table charter for 12 months needs to be endorsed.

ACTION to be completed by 31st March 2014

BG web site updates are done via C Kruger.

Facebook page with the friends - NRC also have a page.

NRC Service agreement signed and sent off.

K Wohlers and M Krause left the meeting at 2.31pm

11. Site Management SC Report: B Simons/R Dawkins

Planning – external wash basin installed and working well.

Rows 18 -19 -20 removed for replanting next year.

Septic System maintenance needs to done every quarter – include cost in budget.

Mulch - 1 load delivered

Old weed mat removed

Grass on roadside cleared with brush cutting.

3 good volunteers from TAFE and 3 employed.

ACTION SB/PP - Suggested a Newspaper article be prepared re the outcome of the TAFE course

Mower – need to do maintenance.

ACTION - SMC Prepare a 1 Page report to be developed and presented to the committee for consideration for the requirements of machinery for the BG.

12. Community Nursery & Volunteer Centre:

Cool room – Deposit paid. Delivery in the new year for installation.

13. Tours - report R Duance

Memorial Park Committee will visit the BG on February 14th and tour of facilities and meet S Barrett.

Barossa District Rotary Club has requested another night in March/April.

Discussion re a policy for the visiting of Senior Citizens on hot days.

MOVED R Duance **Seconded** R Dawkins That tours for Senior Citizens be limited to a 32deg max. **Carried.**

14. Marketing/Fundraising

See friends report

15. Strategic Planning

Still in draft XL version

ACTION Available by February Meeting 2014.

16. Information Sharing

16.1 NRM Volunteer Gathering at St Hallett's Winery on the 8th November 2013 was a great gathering.

16.2 Nursery assistant position – There has been an over spend in that position. We need to have more interaction with Council for continuation of that position.

16.3 Meeting times

ACTION Change Sect 41 meeting day to a Thursday. Time to be addressed and either second or third Thursday of the month.

NB please come with your preferences for meeting times

16.4 David McArthur ex CEO of Co-op interested to find a booklet about the Bushgardens.

16.5 Community nursery working group – Will re-start planning in New Year.

NB Brainstorm re Community Nursery at end of meeting

17 Next Meeting and Key Dates

Section 41 Committee 14th February 2014 1pm

FoBB Friday March 14th 1pm at BBVC

18 Meeting closed 3.55pm