

MINUTES OF THE MEETING

OF THE LYNDOKH DISTRICTS AND COMMUNITY SECTION 41 COMMITTEE

Held in the Front room of the Lyndoch Institute on *(Monday 11/11/13)*

1. **WELCOME** – 7:35pm
 Mark Cooper, welcomed everyone to the meeting at 7:39pm
- 1.1 **PRESENT:**
 ,Anne Hausler, Irene Liebelt, Andrew Lane, ,Mark Cooper, Aaron Schenk.
- 1.2 **APOLOGIES:** Simon Taylor, Jarrod Steinborner and Fraser Vivian
- 1.3 **CONFIRMATION OF PREVIOUS MINUTES**

MOVED by Aaron Schenk that the minutes of the meeting held on Monday 14th Oct 2013 as true and correct. With the exception of some spelling error to be corrected and some wording changes to other Business 6.1 and 6.2

SECONDED by Mark Cooper

CARRIED

3 CORRESPONDENCE

- 3.1 Email From Aaron Schenk 11-11- Online booking visibility
- 3.2 Email From Mark Cooper 11-11 – Lyndoch Rec Park playground Equipment
- 3.3 Email From Mark Cooper 11-11 – Opening – Jack Bobridge Track
- 3.4 Email From Mark Cooper 11-11 – Events for Lyndoch Ride to conquer Cancer

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Action	Actioner	Title	Due Date	Action Type
1	Mark Cooper	To organise Shed to be erected	30/10/2013	Completed 11/11/13 Original Due Date 10/06/2013
2	Andrew Lane	To is required contact sporting groups and obtain information to fill out Oval Usage spread sheet. This information is to be provided to council. Have consolidated various sheet and different info into sheet to send to council once Pigeon club details added Addition action to Have contact List of all Committee Members- <i>COMPLETED 12/08/2013</i> Additional Action Contact List of all sporting Clubs at the recreational park <i>COMPLETED 12/08/2013 have obtained pigeon club contact 11/11/2013</i>	11/11/2013	Completed 11/11/2013 Original Due Date 10/06/2013
3	Simon Taylor Mark Cooper	14/10/2013 Waiting on action 2 before sending out letters to clubs. Mark Cooper has drafted a letter to send letter to clubs indicating their	9/12/2013	On Going Original Due Date 13/5/2013

		<p>responsibility in maintained at their own cost once sign completed and erected</p> <p>9/9/2013 Quote obtained at \$895.00+GST see attached pdf copy</p> <p>Order of sign to be changed to Audit of frequency. To add Name Contact Phone Number E-mail address Web site On sign MOVED By Mark Cooper SECONDED By Anne Hausler CARRIED Clubs to be responsible for changes to details once initially done.</p> <p>Mark Cooper to send letter to clubs indicating their responsibility in maintaining at their own cost once sign completed and erected</p> <p>MOVED By Mark Cooper SECONDED Anne Hausler CARRIED</p> <p>Entrance Sign Quote (13/5/2013) Asked for Clarification on what is to be put on sign and material carried over to next meeting</p> <p>Example sign quote requested 1.5 X1.5 waiting on costing. Decision made about order of sporting clubs to be Alphabetical.</p> <p>MOVED by Mark Cooper SECONDED by Simon Taylor CARRIED.</p>		
4	<p>Leonie Boothby/ Rebecca Tappert Mark Cooper</p>	<p>11/11/2013 Close booking – currently to use the event application form council enquires to go via mark Cooper and use online Calender booking system</p> <p>14/10/2013 Booking & inquiries to go to council as first point of contact then ratified via S41 through Mark Cooper – refer to council provide event application form (Note Mark to look at an online calendar to make booking visible to club Aaron Sublease discussion ongoing with rugby and cricket.</p> <p>Facilities Booking Schedule- Planned to</p>	11/11/2013	<p>Close 11/11/2013 Original Due Date 13/5/2013</p>

		<p>go to council Not actioned as yet. Mark cooper to follow up current procedure (since Barrie Stewart resignation)</p> <p>This procedure does not seem to be working well example sited from rugby club.</p> <p>Mark Cooper suggested to sub lease. Similar model to Nuri Clubroom facilities Mark to follow up with affected parties to get agreement on way forward and to work out details.</p> <p>Ongoing Mark cooper to follow up with individual clubs- table back to the committee</p> <p>Booking & inquiries to go to council as first point of contact then ratified via S41 through Mark Cooper – refer to council provide event application form (Note Mark to look at an online calendar to make booking visible to club Aaron Schenk to help with this process</p>		
6	Fiona Jones/Andrew Lane	<p>14/10/2103 Andrew to talk with Diana lane to provide information to committee next meeting – further information to be provided from Rachel Roberts and Fiona Jones</p> <p>Request information from Family Fun Day Committee Action modified to change from Andrew Lane to Fiona Jones Andrew to e-mails Family Fun Day committee will need shortly to start planning for next Family Fun day and information is very important</p>	11/11/2013	On Going Original Due Date 10/6/2013
8	Mark Cooper	<p>Complete Project Proposal –why project is needed for Lyndoch Library Toilet Locks COMPLETED 10/6/2013</p> <p>14/10/2013 Mark to follow up and then action if required.</p> <p>Mark to check to follow up what is happening. Andrew to find correspondence to proposal and send to Mark.</p>	16/05/2013 11/11/13	Completed Original Due 16/5/2013
9	Mark Cooper	<p>purchase 3.6 m Christmas tree cones for use in the institute instead of the current metal Christmas trees that are difficult to set up and difficult to store this is proposed to be done in the new financial year for a cost of \$340.00 Rueben Batten Completed purchase for reduced cost of \$290.00</p>	09/09/2013	New Action Item Original Due Date 01/07/2013

		<p>Mark Cooper to raise order - Bridget to confirm with Mark and Rueben Via e-mail Completed</p> <p>Mark to send Andrew PDF copy of quote and purchase to Andrew for correspondence. Completed</p> <p>Rueben Batten will move Christmas Trees down to Oval shed at time of Christmas Party. Andrew to talk with CFS to moved metal Christmas trees to the oval shed to be stored.</p>		
12	Andrew Lane	<p>Place details about Advertisement in the civic Guide in Grape Vine E-mail sent to grape vine Completed E-mail sent to Grapevine will be added to Jan 14 Grapevine</p>	8/12/2013	<p>Completed Original Due Date 20/09/2013</p>
16	Andrew Lane	<p>Andrew Lane to Ask Barry Stewart about keys. Keys to Grape vine P.O Box. Completed Andrew to talk with Diana Lane to ask Post office if they have a key register and where the second key might be. Diana has organised a second key from post office (was not handed out originally)</p>	14/10/2013 8/12/2013	<p>Completed Original Due Date 14/10/2013</p>
19	Rueben Batten Simon Taylor / Irene Liebelt	<p>Will conduct an audit of equipment of the shed at the time of the Christmas party as all equipment need to be moved out of the shed.</p> <p>Rueben offered service to maintain records of whom equipment lent to / hired to.</p> <p>Audit of Equipment owned and purchased by the committee stored in the shed at recreational; park</p>	20/12/2013	<p>Ongoing Original Due Date 14/10/2013</p>
21	ALL	<p>Provide a list of projects _Small , Medium ,Large on what should be done for the community - on going Andrew to provide a start as send out info to S41 committee and to consolidate a list for strategic plan meeting on the 14th nov13</p>	14/11/2013	<p>Original Due Date 14/10/2013</p>

4 FINANCE REPORT

- 4.1 Received from Mark Cooper 11/11– Lyndoch & Districts S41 report true and correct
MOVED by Mark Cooper
SECONDED by Andrew Lane **CARRIED**
- 4.2 Received from Mark Cooper 11/11 – Lyndoch Street Party
MOVED by Mark Cooper
SECONDED by Andrew Lane **CARRIED**

5 DEBATE AGENDA

- 5.1.1 **Strategic Planning results-** list of projects small, medium Large for the committee to start to look at planning. Andrew to provide a start a s send out info to S41 committee and to consolidate a list for strategic plan meeting on the 14th nov13 and inform people that this will be held in the front room of the Lyndoch Institute.
- 5.1.2 **Lyndoch tennis Club Lease Revision to be discussed and ratified**
Lease reviewed and some wording amendments made to the lease agreements these were discussed moved and passed refer to lease agreement attached. Next action is to send amended Lease to be sent to council & Tennis club to be finalised and signed.
- 5.1.3 **Jack Bobridge Track**
Letter from council saying they are attend to open early in January 14 in conjunction with the tour Down under 2104 – starts on the 19th January -24January. Tuesday 21st.ride from Nuriootpa to Angaston -135k ride. S41 to look at options on what can be done for opening. E.g. Drink stations organise a sale of ice block, drink, possible to hold an event at Lyndoch Recreation oval after organised ride etc.
- 5.1.4 **Events for Lyndoch Ride to conquer Cancer**
On the weekend of the 30th of November / 1st of December the Ride to Conquer Cancer is being held.
They are riding from Flinders Medical Centre to Nuriootpa, staying overnight, and back, via Lyndoch and have requested having a pit-stop for both legs as follows:30th November – Pit-stop on Lyndoch Village Green1st of December – Pit-stop at Lyndoch Recreation Park
Can you please ensure that these are noted on any venue calendars?

6 OTHER BUSINESS

6.1 Playground equipment

Equipment design for older age groups, there has been a number of complaint s in the ;library that there is little to no play equipment for the under 5 Years of age – mark cooper to follow up with council about this issue S41 to look at appropriate equipment suitable for younger age group. E-mail recived from mark informs the S41 committee the non-compliant equipment has been removed and futher to this the two large pipes that are there will also be removed and replaced with equipment for toddlers

6.2 For Information – Barossa & Districts Football/Netball Club Proposal

Futures proposal to be voted on 13th Oct for preferred option

- 6.2.1 Options to be
- 6.2.1.1 Move to Lyndoch
 - 6.2.1.2 Upgrade Williams Town\
 - 6.2.1.3 Greenfield site

The Result of this vote was a large majority voted to move to Lyndoch. In the interest of informing the Barossa & Districts football and netball community have brought this vote/ decision to the attention of the S41 committee and the next step is to submit proposal to S41 to determine future Steps.

6.3 Apologies for Strategic Planning Session

Anne Hausler, Irene Liebelt, Andrew Lane

6.4 Little Athletics Shed proposal's

For point of awareness little athletics to submit a proposal to S41 about the extension to the shed for additional storage for additional high jump maps.

6.5 Grant Veranda extension

Correspondence from office sport and rec
Mark to talk with council from about grant extension
Council to talk with office of sport and rec

7 AGENDA ITEMS FOR NEXT MEETING

- 7.1 Results of Strategic Planning Session
- 7.2 Jack Bobage track Opening -3 rd week in January

8 **NEXT MEETING** – Monday 9th Dec 2013, 7:00pm at the Lyndoch Council Chambers

8.1 **Andrew to book meeting room**

9 **CLOSURE** – 8:40pm

DRAFT