

MINUTES OF MEETING
Williamstown Queen Victoria Jubilee Park Committee
Held at the Caravan Park Office at 7.30pm on the 11th of August 2015

1. **WELCOME**

Meeting open at 7:35 pm

Acting Chairperson Graeme Randall, welcomed everyone to the meeting.

2. **PRESENT**

Shannon Kunst, Graeme Randall, Rose Ross, Simon Taylor,

3. **APOLOGIES**

S Zachopoulos, Kirsty Fowler, M Harris, I Smith

4. **IN ATTENDANCE**

Dani Wheadon (Park Manager), Malcolm Wheadon (Park Manager)

5. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING held 14th July 2015.**

MOVED: Simon Taylor

SECONDED: Shannon Kunst

Carried.

6. **CORRESPONDENCE**

Incoming : Nil

Outgoing: Nil

7. **FINANCIAL REPORT**

Received. Carried

8. **MATTERS ARISING FROM MINUTES**

- a. **10 Feb 1. Marg Harris: Grants for Park** To follow up quarterly **Action: 10 Feb 1. Marg Harris**
- b. **10 Mar 1. Park Manager.** Door jamb and roller door pool kiosk repaired at a cost of \$1,276, insurance excess was \$750. Moved S Taylor, Seconded M Harris for excess to be paid up to \$750. **COMPLETE**
- c. **10 Mar 3. Park Manager.** All completed except verandah which is awaiting council approval. **ON GOING.**
- d.
- e.
- f. **10 Mar 9. S Taylor** – Sump drainage on oval – summer job . **ON GOING**
- g. **10 Mar 11. Park Manager** – provide pavilion kitchen upgrade plan - **ON GOING**
- h. **10 Mar 12. S Taylor** – provide update of WQVJP Strategic Plan. **–ON GOING**
- i. **12 May 1. Park Manager** – Septic Tank cover quote – **ON GOING.**
- j. **12 May 2. Park Manager** - Plumbing Inspection has located the damaged area. Awaiting for a quote to repair the damage. **-ON GOING**
- k. **12 May 3. Park Manager** – Replacement irrigation solenoid control wiring, awaiting second quote. **COUNCIL- ON GOING**
- l. **13 May 4. S Taylor** - Resurface of carpark behind pool area – to check with Paul Mann re-availability of road base. **–ON GOING**

- m. **13 May 9. Park Manager** – Replacement stove/oven in camp kitchen purchased has been done . Waiting for install.
- n. **13 May 13. Park Manager** – Investigate speed humps. **ON GOING**
- o. **13 May 14. BDFNC** – advise of trees needing trimming near dugout area. **ON GOING.**

9. **MANAGERS REPORT- Report Attached.**

- A) **.MOVED.** Rose Ross. M & D Wheadon to be reimbursed \$210.00 **180735 CP**
SECONDED. Shannon Kunst
- B) **MOVED** Rose Ross . Paint to be purchased for cabin 2 \$250.00 **180656 CP**
SECONED Shannon Kunst.
- C) **MOVED** Shannon Kunst To get quotes for 4 new fridges for each of the cabin
SECONED Rose Ross
- D) **MOVED** Simon Taylor . 2 Lamps to be purchased and replaced for cabin 1 \$245.00
SECONED Rose Ross **180638 CP**
- E) **MOVED** Simon Taylor .To Purchase 5 kgs of kikuya seed at \$66.00 per kilo
\$700.00 . **BUDGET NUMBER 213654**
- F) **MOVED** Simon Taylor . Dani to purchase caravan entrance sign \$540.00 **180720**
CP
SECONED Rose Ross
- G) **MOVED** Simon Taylor . Purchase a Brochure holder \$139.40
SECONDED Rose Ross.
- H) **MOVED** Simon Taylor moved for committee to fund remaining balance of amenities upgrade up to \$24,000.00. Council report and application suggests the possible funding of \$22439.60. This will be discussed at the August council meeting and the committee will be notified of the outcome.
SECONED Shannon Kunst.
- I) **MOVED** Simon Taylor Dog dispenser 1 to be purchased – replaced -\$360.00
SECONED Shannon Kunst. **CP 180735**
- J) **MOVED** Shannon Kunst Cleaning order per month \$300.00 warehouse matrix
SECONED Simon Taylor
- K) **MOVED** Rose Ross Mitre 10 purchase order \$200.00 per month for general maintenance
SECONED Shannon Kunst
- L) **MOVED** Rose Ross Installation of Split System Air Conditioners to all 4 cabins
\$1600.00 as per original quote **180654 CP**

10. **GENERAL BUSINESS:**

Hazard report : Public toilets .New concrete for the surrounds upgrade budget 2016 – 17. Committee to prepare new initiative and quotes to be obtained.

Football : Thankyou to Council and Dwayne for rolling the oval

Netball : \$20,000.00 funding \$12500.00 from the club and \$12500.00 from council
To Resurface the courts

Fromms Carpark Resurface ~ Council have it in hand.

11. **BARROSSA BULLDOG FOOTBALL & NETBALL CLUB REPORT:**

- a. **NIL** No representation from BBF&NB Club

12. **NEXT MEETING:** Tuesday 11th September 7.30pm at the Caravan Park Office

13. **CLOSE**

They're being no further business, the meeting closed at 9:50 pm

DATE:

Chairperson :.....