

**MINUTES OF THE MEETING OF THE  
NURIOOTPA CENTENNIAL PARK AUTHORITY  
Held in the Office Board Room  
On 11th December 2013 commencing at 7.30pm**

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**WELCOME**

Guy Martin, Chairperson, welcomed everyone to the meeting.

**PRESENT** Chairperson, Guy Martin, CEO, Ian Klæbe, Deputy Chair, Roger Leske, Community Members, Peter Rosenberg, John Reusch, Andrew Reusch, Ian Mader, Kerry Milne, Sports Centre Rep, Daryl Semmler, Cricket Rep, Tony Schultz, Barossa Bush Gardens, Ray Duance, Managers, Jeff & Julie May.

**GUESTS** Leonie Boothby – Barossa Council

**APOLOGIES** Luke Longbottom, Chris Linke, Tom Brug, Susie Roehr

**CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

Leonie Boothby requested the wording of the minutes regarding Alan Jackson's Work, Health & Safety presentation be amended as follows:

Alan Jackson addressed the meeting and gave an overview of the new Work, Healthy & Safety regulations which came into effect in January this year and how they impact on the NCPA board and management. The Barossa Council working with the LGA and Barossa Tourist Park Managers have provided an updated WHS Management System to be adopted and implemented into the NCPA Workplace. All documents in this system are to be signed off by the CEO.

**MOVED** R. Leske that the Minutes of the meeting held on 13<sup>th</sup> November 2013 with the above amendment, be confirmed as a true and correct record of the proceedings of that meeting.

**SECONDED** K. Milne

**CARRIED**

**MATTERS ARISING FROM PREVIOUS MINUTES**

The new Charter was discussed. Any issues that board members may have are to be put in writing and forwarded to Jo Thomas at the Barossa Council. The Charter will be voted on at the January meeting.

**CORRESPONDENCE**

**IN** The Barossa Council – Building Condition Audit  
Ride to Conquer Cancer – Thank you letter

**MOVED** P. Rosenberg that the correspondence be accepted.

**SECONDED** J. Reusch

**CARRIED**



## **REPORTS**

- FINANCE
- Accounts for payment \$ 23,962.19
- Balance at 13/11/13 \$ 181,744.83
- Loan \$ 650,000.00 Dr

**MOVED** I. Klæbe

**SECONDED** R. Leske

**CARRIED**

## **FOOTBALL**

The football program has been finalised with matches commencing the week prior to Easter. Training will commence on the 25<sup>th</sup> November and the Club has appointed a new coach. The AGM has been held and Chris Linke is the new President. We will not be hosting a final in 2014.

## **CRICKET**

The A1 Reserves team are performing well and so far have not been beaten this season. The shed to house the new bowling machine is complete with the machine getting plenty of use.

## **NETBALL**

No Rep

## **TENNIS**

No Rep

## **SOCCER**

No report.

## **SPORTS CENTRE**

The Sports Centre are considering purchasing a blind for the southern side of the building. The next committee meeting will be held on the 4<sup>th</sup> February 2014.

Guy Martin advised the board that we have a governance issue with the Nuriootpa Sports Centre having their own separate bank account. We are not compliant with the Act as the Sports Centre financials are not included with the NCPA figures. The following options to make us compliant are:

- Option 1 - Signatories on the Sports Centre bank account are to be changed to the same signatories used on the NCPA account and the transactions are to appear in the NCPA accounts.
- Option 2 - The funds in the Sports Centre account be transferred into the NCPA bank account and are to appear on the NCPA balance sheet.
- Option 3 – The Sports Centre committee could become an Incorporated Body and be totally independent of the NCPA.

**MOVED** R. Leske the NCPA committee authorises the Chairman of the NCPA to meet with the Sports Centre committee and determine the banking arrangements.

**SECONDED** P. Rosenberg

**CARRIED**

## **BUSH GARDEN**

The Barossa Bush Gardens are going well. The new nursery is over half full and under irrigation. Interested board members will be given a tour of the Bush Gardens on the 12<sup>th</sup> February 2014.

## **BUSH CHAPEL**

No report.

## **HIGH SCHOOL**

No Rep.

## **SCOUTS**

The AGM has been held and the Scouts have a full committee.

## **MANAGERS**

Tiles to fix the plumbing problem we have in the Sports Centre can be sourced from a warehouse in Glynede.

JM Trees are currently felling some trees in the Park. There are sugar gums hanging over some cabins which need to be removed before they drop anymore limbs and will in time be replaced with smaller native bushes.

The lights along the Sports Centre entrance have been vandalised with live wires being exposed. Relief staff, when on duty need to be more vigilant in patrolling the entire precinct.

Re-turfing of a few sites in "A" section will commence shortly.

The Work Health and Safety system documents are in place and need implementation and signing off. The CEO and Park Managers are meeting with Alan Jackson from the Barossa Council on 15<sup>th</sup> January 2014.

Our initial meeting with a representative from the Workforce Futures Skills Advisor program will be held at the end of January/early February.

## **AUDIT COMMITTEE**

The format of the Audit committee was discussed. The new Audit Committee will consist of the current Executive Committee plus two independent members. The Audit Committee will meet twice a year.

## **GRAND PLAN**

Quotes for new cabins were received from Rivergum Homes, All Steel and previously from Jayco. All Steel and Rivergum Homes supply a superior product which would give a better star rating, however they come delivered unfurnished and are more expensive.

**MOVED** P. Rosenberg we purchase 6 new Jayco cabins to be delivered 3 at a time.

**SECONDED** R. Leske

**CARRIED**

## **GENERAL BUSINESS**

A. Reusch advised the Netball Club sheds lying near the fence line of the courts should be removed and stored in the off season. P. Rosenberg will contact the Netball representative.

K. Milne questioned if the budget allowed for more cameras to be installed around the area.

L. Boothby has completed a presentation to a working group of the Barossa Council which included a copy of the Asset Management Plan. The working group were supportive of the Plan. They recommended capital expenditure subject to the Business Case being presented.

P. Rosenberg advised the Soccer Club are interested in acquiring the tennis shed that is not being used by the Tennis Club.

He gave a vote of thanks to Leonie Boothby for her tremendous effort in progressing the Business Plan which will take the Park into the future.

**NEXT MEETING** to be held on the 2<sup>nd</sup> Wednesday of January, 8<sup>th</sup> January 2014 at 7:30pm.

**CLOSURE**

There being no further business, the meeting closed at 9:10pm

Confirmed

**Date:** .....

**Chairperson:** .....