



**NURIOOTPA CENTENNIAL PARK AUTHORITY
MINUTES OF THE BOARD MEETING
Held in the Office Board Room
Wednesday the 13th August 2014 commencing at 7:30pm**

WELCOME

Guy Martin, Chairperson, welcomed everyone to the meeting.

PRESENT

Chairperson, Guy Martin; Deputy Chairperson, Roger Leske; CEO, Ian Klæbe; Community Members, Peter Rosenberg, John Reusch, Daryl Semmler, Luke Longbottom, Andrew Reusch, Kerry Milne, Tony Schultz; Soccer Representative, Tom Brug; High School Representative, John Nash; Bush Gardens Representative, Ray Duance; Park Managers, Jeff and Julie May; Business Manager, Tanya Pumpa; Council Representatives, Jo Wilson and Scotty Milne.

APOLOGIES

Ian Mader and Lisa Dahms.

CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

MOVED R. Leske that the Minutes of the meeting held on 9th July 2014, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

SECONDED P. Rosenberg.

CARRIED

MATTERS ARISING FROM PREVIOUS MINUTES

The plumbing in the Sports Centre has been repaired, with the cementing booked in for tomorrow and the grouting to be finalised by early next week.

Drainage of the Tennis Courts commences tomorrow.

Scotty Milne advised that the July Minutes recorded him as a guest, whereas he was the Elected Member representing the Barossa Council. Tanya Pumpa to make amendments.

CORRESPONDENCE

IN

The Barossa Council: Letter dated 15th July 2014 Re: The Independent Commissioner Against Corruption (ICAC) Act 2012 and the supporting Directions and Guidelines. Advising all members of the NCPA they are now Public Officers for the purposes of the ICAC Act, with the Directions and Guidelines being tabled.

Dogs SA: Letter dated 25th July 2014 Re: Request for Venue for Agility Nationals in 2016. Detailing their necessary criteria and enquiring if the grounds are a suitable venue and if there is the availability. Otherwise, seeking any recommendations.

MOVED P. Rosenberg that further investigations be made and that their request be considered.

SECONDED K. Milne.

CARRIED

John Reusch: Letter dated 25th July 2014 Re: Resignation. A formal resignation from longstanding Board Member John Reusch effective immediately. The Board accepted the resignation with much regret. With the introduction of a new board, a dinner is to be held for the current Authority Board members late in October.

OUT

SA Water Corporation: Letter dated 11th August 2014 Re: Account Query. Peter Rosenberg advised he had written a letter to SA Water querying the excessive increase in the NCPA account for FY13.

MOVED K. Milne.

SECONDED A. Reusch.

CARRIED

REPORTS

FINANCE

- Accounts for payment \$ 15,468.75
- Balance at 13.8.14 \$ 73,872.63
- Loan \$ 650,000.00 Dr

Financial Year End 30 June 2014 is booked in for auditing on the 12th September 2014. Income for 2013/14 was \$1,387,539.36 compared to Income for 2012/13 being \$1,387,229.13. The depreciation figure for assets is yet to be confirmed with Council for 2013/14.

MOVED I. Klæbe that the finance report be accepted and accounts passed for payment.

SECONDED R. Leske.

CARRIED

CRICKET

The cricket pitch has had a top dressing.

FOOTBALL

The last home game has been played for the season. There is still a chance some teams could make the finals this year depending on the outcome of this Saturday's away game. Next year some of the junior teams could play their games on the Hoffman Oval on a Saturday morning taking some of the pressure off the main oval.

SOCCER

The light towers are up and running, with special thanks to Jeff May for all of his assistance. A formal thank you will follow in due course. The shelters at the northern end are almost complete, with drainage and floor coverings still to be finalised. An eye needs to be kept on the gate as this has been left open again and as a result allows people access into the Park after hours. A request was given that a signed copy of the Soccer Club Lease be provided to Peter Rosenberg.

NETBALL

An email was read from Lisa Dahms wanting to know the timeframe for the work to be completed in their store room as they have a junior carnival and presentation evening coming up. Also, a request that a review be done regarding the taking down of the tennis nets and who is responsible as a better system needs to be in place.

TENNIS

They advised that the grant funding has come through and requested we provide them with our NCPA banking details so that eventually the funds can be transferred into our account. The grant received is for \$52,000 and it was agreed this would be matched by tennis, netball and the NCPA. The grant figure was more than originally applied for. Currently the amount committed is for \$70,384 leaving a balance of \$34,826. A discussion was held regarding the balance and using this to upgrade the fencing around the courts. This could create financial problems but it was decided to go ahead with quotations for the fencing. We have 24 months to use the grant funds. This means we would have to finish all projects by later next year.

SPORTS CENTRE

The Park Managers are to be provided with keys to all of the store rooms within the centre. The ceiling is down again. Jeff May to follow this up.

BUSH GARDENS

A request has been made to change the signage and the direction of signage to the Bush Gardens, as many guests still seem to be getting lost. This will be on metal and will come at no cost to the Park. A design is to be submitted before any new signs go up. They would like to create a handout for all guests checking into the Park for a long period of time, inviting them over the gardens to participate in the work and volunteer in the involvement on the gardens. A grant has been approved for the purchase of a new tractor, front-end loader, slasher and a shed. They are currently participating in the SALA exhibition and are fully booked with the Zero Waste Long Lunch being held over the gourmet weekend.

BUSH CHAPEL

A new brochure is in the process of being developed. The AGM is held in March and financials are audited annually. A wedding is being held in the chapel tomorrow.

SCOUTS

Their area is now all cleaned up, though there is an amount of wood chips laying around the base of the trees. Jeff May to look into this.

HIGH SCHOOL

The school principal is still very interested to come over and meet and greet with the Board. With thanks going to the Park staff and the Football Club for their support.

MANAGERS REPORT

A quote was tabled for Roof Seal to come and repair and replace the box gutters, spreaders and other seals in the Sports/Function Centre. The quote being \$3,035.00. The damage has been caused by corrosion from the overflow of the evaporative air-conditioner.

Jeff confirmed the "B" Section Power Box is now up and running.

The hot water service has blown in one of the Family Cabins, raising concerns that several more may follow given they are all around the same 10 year old mark. A review will be in place to ensure we are pro-active in the future replacement and get to them before they blow while the cabins are occupied.

There are concerns with the power head in the bullnose cabins, this is a safety concern and is a result of short-cuts been taken in the past. Work is definitely required to ensure safety.

The front right hand axle on the John Deere tractor snapped and has been replaced by Gawler Farm Machinery.

Research has gone into the purchase of scaffolding for the purpose of gutter cleaning and painting. It was agreed to purchase a single scaffold with adjustable 3 level heights for \$299.00.

Several vanity units need replacing due to age and water damaged cupboards to be replaced. 5 vanity units have been purchased as a better deal was given on 5 or more, Junckens have sourced ceramic basins and will make the vanities to suit.

“Walk a Mile in my Boots” will take off from the Sports/Function Centre on Friday morning the 15th August 2014 at 7pm. This is to raise awareness for the homeless and is being organised by the Hutt St Centre.

“Follow the Sun Happy Hour” is being held in the Camp Kitchen on Saturday the 16th August at 4pm. There will be free drinks, nibbles and giveaways and is organised by Domestic Australia and Top Tourist television show Discover Downunder.

The Park Assistants are currently on 1 week’s annual leave.

Both Jeff and Julie have attended a 2-day conference which covered on RMS, Top Tourist Meeting, Marketing and the AGM for SA Parks.

Peter Rosenberg raised question over the storage/dump site which was confirmed that this has been cleaned up and old batteries removed.

We have two possible candidates interested in purchasing the old bullnose cabins when they are ready for demolishing.

AUDIT COMMITTEE

A new committee will be elected after September when the new board is formed. Until such time the Audit Committee Meetings will be postponed.

OUTSTANDING BUSINESS

GRAND PLAN

Peter Rosenberg confirmed that the “expression of interest” for the \$200K grant has been submitted to the Regional Development Office. They have advised we should hear of any outcome by the end of this month. If we are successful with the “expression of interest” we can immediately start on our capex plans with the first priority being to order 2 new Jayco Cabins and determine their exact location. It is important to have these 2 new cabins operational early in the New Year so they can be available for the busy Easter and Vintage Festival period. Jeff and Julie to start working on cabins and obtain quotes which in the Business Case states these are to be 4-berth cabins.

We are yet to hear anything back from Steve Bell in relation to the project management.

The LGA Credit Facility Forms for the financing are now with Tanya Pumpa to complete.

MARKETING

The marketing mentor session with Paige Rowett has taken place with Paige now providing a quote for a Proposed Marketing Development Plan to be prepared, being at a cost of \$2,800.00. It was agreed to go ahead with this proposal as a marketing plan is a pre-requisite in the Business Case accepted by the Barossa Council.

MOVED P. Rosenberg go ahead with proposal.

SECONDED R. Leske.

CARRIED

GENERAL BUSINESS

TARIFFS FOR PERMANENTS

Peter Rosenberg tabled recommendations in relation to the permanent park occupants, putting forward a potential increase of 4 to 5% from 1 July 2015. Discussions were had including the fact that they pay for their own power usage and a weekly meter reading fee. Further recommendations are to be put forward by Jeff and Julie May at the September Board meeting. The occupants require at least a 60 day notice before increment can take place.

PARK PRECINCT ANNUAL FEES

The following annual fee increments were tabled for all other bodies of the precinct:

- Cricket Club increase to \$1,500.00
- Netball Club increase to \$1,500.00
- Tennis Club increase to \$2,000.00
- Football Club increase to \$2,000.00
- Soccer Club increase to \$900.00
- Nuriootpa High School increase to \$800.00
- Bird Club increase to \$200.00
- Scouts increase to \$450.00

MOVED P. Rosenberg proposed the increases.

SECONDED R. Leske.

CARRIED

It was also recommended that instead of invoicing the lessees at different times throughout the year that all lease fees are to increase from January of each calendar year and all bodies be advised accordingly.

MOVED P. Rosenberg proposed the period change commencing 1.1.2015.

SECONDED I. Klaebe.

CARRIED

LEASE REGISTER

A Lease Register has been created and implemented by Tanya Pumpa. Peter Rosenberg is drafting a new Lease for the Nuriootpa Cricket Club.

LEAVE OF ABSENCE

As Guy Martin and Roger Leske will be absent from the September Board meeting it was recommended and agreed that Ian Mader will Chair the September Meeting.

NEXT MEETING

To be held on the second Wednesday of September, being the 10th of September 2014 at 7:30pm.

CLOSURE

There being no further business, the meeting closed at 9:00pm.

Confirmed:

Date:

Chairperson: