



## NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 20<sup>th</sup> December 2017, 7:00pm, NCPA Boardroom

### BOARD MINUTES (unconfirmed)

Meeting opened at 7.00pm.

#### 1. COMMENCEMENT

##### 1.1 Welcome

Guy Martin, Chairperson, welcomed everyone to the meeting.

##### Present

Guy Martin (Chairperson), Trevor Schmidt (Treasurer), Peter Rosenberg, Cr Leonie Boothby, Brett Lydeamore and Steven Bell.

Jane Mylchreest (Acting Business Manager, Minutes).

##### 1.2 Apologies

Sara La Nauze and Vincent Marsland

##### 1.3 Declarations of Interest

Cr Leonie Boothby declared that she had an interest in 5.1.1, BIG4 special offer, as she is a Board Member of BIG4 Adelaide Shores Caravan Park West Beach.

Steven Bell declared that he had an interest in 4.1, Cricket Pavilion costings, as he is an employee of BG Building Group which have the contract for this project.

#### 2. STAKEHOLDER PRESENTATIONS / REQUESTS

Nil

#### 3. CONFIRMATION OF PREVIOUS MINUTES

**MOVED** Trevor Schmidt that the Minutes of the Board meeting held on 15<sup>th</sup> November 2017, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

**SECONDED** Brett Lydeamore.

**CARRIED**

**MOVED** Cr Leonie Boothby that the Minutes of the Special Board meeting held on 12<sup>th</sup> December 2017, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

**SECONDED** Trevor Schmidt

**CARRIED**

#### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

##### 4.1 Cricket Pavilion – Costing variation

Variation summary document was circulated and accepted with the total cost now being \$93,855 ex GST. Cricket Club have paid their donation of \$6500. Brett to remind the Football Club to pay their donation.

#### 5. CORRESPONDENCE

##### 5.1 Incoming Correspondence

**5.1.1 Email from BIG 4:** Email received dated 12th December 2017 with a special offer to join their BIG4 Holiday Park network.

**5.1.2 Term Deposit Maturity letter:** Maturity letter received 11<sup>th</sup> December 2017 for the Sports Centre term deposit which will mature on the 24<sup>th</sup> December 2017. It was discussed and agreed to reinvest for another 6 months at a rate of 2.15%.

## 5.2 Outgoing Correspondence

**5.2.1 Email to Steven Bell:** Email sent 16<sup>th</sup> November 2017 advising that his NCPA Board nomination had been accepted.

**5.2.2 Letter to The Barossa Council:** Letter sent 16<sup>th</sup> November advising we had accepted Steven Bell as an NCPA Board Member and ask that Council formally accept Steven as a new member of NCPA Board.

**5.2.3 Cricket Club Donation:** Letter sent 21<sup>st</sup> November 2017 to ask for their donation payment of \$6500 to be paid.

**5.2.4 Football Club Donation:** Letter sent 21<sup>st</sup> November 2017 to ask for their donation payment of \$6500 to be paid.

MOVED Peter Rosenberg that all correspondence be accepted.

SECONDED Brett Lydeamore.

CARRIED

## 6. WORK, HEALTH AND SAFETY

Nil to report

## 7. REPORTS

### 7.1 Treasurers Report

Occupancy and Cashflow still going well. No Capital expenditure to date. First half year Budget review to be done in January. Leonie acknowledged the great work that Trevor does throughout the year.

### 7.2 Site Managers Report

Report was circulated and discussed.

### 7.3 Sports Centre Committee Report

No meetings held since last Board meeting. Peter queried if an invoice had been received to replace an outdoor blind damaged by the wind. Jane advised that the invoice had been received and paid, installation should occur in the New Year.

### 7.4 Audit Committee Report

Nil to report. Next meeting scheduled for Tuesday 13<sup>th</sup> March 2018.

## 8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS)

Nil to report.

## 9. OTHER BUSINESS

### 9.1 Amenities Block

A quote from Jayco was circulated and a quote from Selecta Homes was tabled. It was discussed where this amenities block would be located as a change rooms/toilet block is to be included in the 'Big Project'. It was decided to wait until the outcome of the 'Big Project' before making a decision.

**9.2 Top Parks & Discovery Parks Proposal**

The sale of Top Parks brand assets by Discovery Parks has been accepted with a majority 'yes' vote. BIG4 offer to join their network was discussed and it was resolved that consideration should be given to their proposal before signing the Discovery Parks Licence agreement.

**MOVED** Brett Lydeamore that we sign a confidentiality agreement with BIG4 to obtain more information to enable the Board to make an informed decision.

**SECONDED** Peter Rosenberg

**CARRIED**

**Cr Leonie Boothby abstained from voting due to a conflict of interest.**

**10. DATE OF NEXT MEETING / CLOSE**

The date of the next meeting is set for Wednesday 17<sup>th</sup> January at 7pm.

Meeting closed at 8.30pm.

Confirmed at Board Meeting -

17/1/2018.

DATE: 17/1/18.....

CHAIRPERSON: .....



