

**NURIOOTPA CENTENNIAL PARK AUTHORITY**

**Wednesday 17<sup>th</sup> January 2018, 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, Steven Bell, Sara La Nauze and Vincent Marsland

Jane Mylchreest (Acting Business Manager, Minutes).

**1.2 Apologies**

Cr Leonie Boothby and Brett Lydeamore

**1.3 Declarations of Interest**

Nil

**2. STAKEHOLDER PRESENTATIONS / REQUESTS**

Nil

**3. CONFIRMATION OF PREVIOUS MINUTES**

**MOVED** Sara La Nauze that the Minutes of the Board meeting held on 20<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**

**AR #129 - Playground Equipment Assessment**

Leigh received a quote from Kidsafe SA to provide a comprehensive playground inspection on the playground equipment within the park and next to the tennis courts. This will establish the overall safety and condition of the equipment, foundations and surfaces.

**MOVED** Peter Rosenberg that we proceed with the inspection at the cost of \$945.

**SECONDED** Trevor Schmidt.

**CARRIED**

**5. CORRESPONDENCE**

**5.1 Incoming Correspondence**

**5.1.1 Email from The Barossa Council:** Email received dated 21st December 2017 confirming the appointment of Steven Bell to the Board Management commencing 19<sup>th</sup> December 2017 and concluding 19<sup>th</sup> August 2019.

**5.2 Outgoing Correspondence**

*Nil*

**MOVED** Vincent Marsland that all correspondence be accepted.

**SECONDED** Sara La Nauze.

**CARRIED**

**6. WORK, HEALTH AND SAFETY**

Nil to report

**7. REPORTS**

**7.1 Treasurers Report**

Occupancy up 10% from last year. Good cash flow due to low expenditure and income has increased. No major Capital expenditure in the first half of the year but some road repairs are required throughout the park. Leigh is in the process of obtaining quotes.

**MOVED** Trevor Schmidt that the Treasures Report be accepted.

**SECONDED** Sara La Nauze.

**CARRIED**

**7.1.1 December Budget Review**

First draft of the Budget forecast has been sent to Council. Some small adjustments were made which have improved the overall bottom line.

**MOVED** Peter Rosenberg that the Budget Review be accepted.

**SECONDED** Trevor Schmidt.

**CARRIED**

**7.2 Site Managers Report**

Report was circulated and discussed. Leigh will be attending a Certified Pool Operator course in February.

**7.3 Sports Centre Committee Report**

No meeting has been held, next meeting is early February.

**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)**

Jane is working with Dafydd Llewelyn updating a Whistle-blower and Risk Management Policy.

**9. OTHER BUSINESS**

**9.1 BIG4 Special Offer**

BIG4 supplied several documents to the Board so they were well informed with the proposal they had to offer. The positives and negatives of both Discovery/Top Parks and BIG4 were discussed at length. It was decided that BIG4 could bring more to our business going forward.

**MOVED** Peter Rosenberg that we accept BIG4's offer and get the changeover process underway.

**SECONDED** Steven Bell

**CARRIED**

**9.2 Oval Drainage – Irrigation Works**

Irrigation Works quote was circulated for work to supply and install a series of sub-surface drains for the northern end of the southern oval to feed into a common drain.

**MOVED** Peter Rosenberg that we accept the quote of \$14,200 incl GST.

**SECONDED** Trevor Schmidt.

**CARRIED**

**9.3 Soccer Grant – Changeroom Facilities**

Peter advised Department of Recreation and Sport have grants available for Women's facilities. Designs for changerroom facilities were discussed as this would be required to apply for a grant. Steven to supply names of Design Consultants we can approach to obtain quotes for designs to be drawn.

**MOVED** Peter Rosenberg that we approach design Consultants to quote for change room drawings to be done.

**SECONDED** Trevor Schmidt

**CARRIED**

**9.4 Council Presentation**

Peter raised his concerns that the NCPA Model is unsustainable and there is not enough CAPEX available for both the park and sporting precinct. The NCPA long term financial plan needs to be re-visited and presented to Council.

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

The date of the next meeting is set for Wednesday 21<sup>st</sup> February at 7pm.

Meeting closed at 8.15pm.

Confirmed at Board Meeting - 21<sup>st</sup> February / 20 18

DATE: 21/2/18

CHAIRPERSON: 

