

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 16th August 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, Chris Linden, Vincent Marsland, Cr Leonie Boothby, Brett Lydeamore and Sara La Nauze.

John Mylchreest and Jane Mylchreest (Operations Managers).

1.2 Apologies

Amber Rushton

1.3 Declarations of Interest

Nil to report.

2. STAKEHOLDER PRESENTATIONS / REQUESTS

Nil

3. CONFIRMATION OF PREVIOUS MINUTES

MOVED Cr Leonie Boothby that the Minutes of the Board meeting held on 19th July 2017, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

SECONDED Sara La Nauze.

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Tree assessment near Cricket Nets

The 'Big Project' will include a tree audit for Coulthard Reserve & Sport/Recreation area. Leonie to ask 'Big Project' if trees are needed to be removed will they fund this. A meeting had been organised to walk through the areas to assess the scope of inspection so a quote can be obtained.

AR# 129 Playground equipment

Fortnightly checks are carried out by the Council on all equipment to check safety. Quotes are required before making a decision to replace any equipment from capital budget.

AR# 128 Acoustics Reception building

Two quotes were obtained for Acoustic panels to be installed on the ceiling of the reception building to reduce noise and echo, which is uncomfortable for both staff and guests.

MOVED Peter Rosenberg that we accept the quote from SoundFix Acoustics, \$4477, to install 48 acoustic panels to the ceiling of the reception building.

SECONDED Cr Leonie Boothby

CARRIED

AR# 123 Club Licences

Soccer Club has collected their licence to be signed.

AR# 112 Nuriootpa High School Facilities

A meeting was held between Guy Martin, Martin McCarthy and Neil White (Principal) to discuss reciprocal rights between the High School and Soccer Club. The Soccer Club is keen to use the High School oval for future matches, which will give two playing pitches.

5. CORRESPONDENCE

5.1 Incoming Correspondence

5.1.1 Email from permanent resident - E Bate's niece: Email dated 4th August re: Removal of tree overhanging her property. The tree is no threat to her property. Park staff to clean roof/gutter and trim tree annually as required. Letter to be sent to advise of this action.

5.2 Outgoing Correspondence

Nil

MOVED Chris Linden that all correspondence be accepted.

SECONDED Trevor Schmidt.

CARRIED

6. WORK, HEALTH AND SAFETY

6.1 WHS System Work Plan and Report

Nil to report

7. REPORTS

7.1 Treasurers Report

Reports circulated and discussed. Income slightly higher than last year which reflects with higher rates on new cabins but occupancy down.

7.2 Operations Managers Report

Report was circulated and discussed.

7.3 Marketing Committee Report

Meeting held 27th July, a TV advertising campaign creative brief questionnaire was completed. The aim of this commercial is to generate awareness of what we have to offer both in the Park and the Barossa. The commercial will air in September.

7.4 Sports Centre Committee Report

Next meeting scheduled to be held on Tuesday 29th August.

7.5 Audit Committee Report

Next meeting scheduled to be held on Tuesday 29th August.

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS)

Nil to report.

9. OTHER BUSINESS

9.1 Management Structure

Private discussion was held.

9.2 Update from 'Big Project'

Two options have been circulated in regards to the future development of the Recreation/Sports area and Coulthard Reserve. The next meeting to be held on Tuesday 22nd August for further discussion and which option may be submitted to Council.

10. NEW BUSINESS

10.1 Capital Projects

It was discussed the importance of the drainage issue at the Northern end of the main oval and Hoffman oval. This project needs to be done in 17/18 Financial Year. Further quote to be obtained.

MOVED Cr Leonie Boothby the funds required to complete this project come from the \$273,000 capital expenditure budget which was allocated to new toilet blocks in 17/18, along with the residual from 16/17 allocated to oval drainage.

SECONDED Brett Lydeamore **CARRIED**

10.2 Board Member Nominations

Three of the Board Member’s terms end in September. Nomination forms to be circulated for renewal.

11. DATE OF NEXT MEETING / CLOSE

The date of the next meeting is set for Wednesday 20th September at 7pm.

Meeting closed at 9.00 pm

Confirmed at Board Meeting - 20th Sept / 2017

DATE: 20/9/17

CHAIRPERSON: 

