

**NURIOOTPA CENTENNIAL PARK AUTHORITY**

**Wednesday 16 MAY 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. Welcomed Tanya Pumpa back and introduced Amber Jungfer as new Minute taker.

**Present**

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

Tanya Pumpa (Business Manager), Amber Jungfer (Minutes).

**1.2 Apologies**

Nil.

**1.3 Declarations of Interest**

Nil to report.

**2. STAKEHOLDER PRESENTATIONS / REQUESTS**

Nil.

**3. CONFIRMATION OF PREVIOUS MINUTES**

**MOVED** Peter Rosenberg that the Minutes of the Board meeting held on 18<sup>th</sup> April 2018, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

**SECONDED** Cr Leonie Boothby.

**CARRIED**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**AR#134 – NCPA Long Term Financial Plan**

Meeting was held with Mark Lague to discuss the Long Term Financial Plan.

**5. CORRESPONDENCE**

**5.1 Incoming Correspondence**

Nil.

**5.2 Outgoing Correspondence**

Nil.

**6. WORK, HEALTH AND SAFETY**

Issue discussed in Site Managers Report.

## 7. REPORTS

### 7.1 Treasurers Report

April income above budget by 11.25% with YTD also above budget. Occupancy up from last year and projected to stay that way. Cash Flow Budget showing receipts above budget and the year to date and payments below budget. Net position currently above budget but large bills paid since Finance Report was created.

**MOVED** Trevor Schmidt.

**SECONDED** Peter Rosenberg.

**CARRIED**

### 7.2 Site Managers

Report was received and circulated. Discussion was held, including extending the set 18/19 tariffs until the end of 2019.

Discussed expectations of the new Operations Manager report now that Tanya is back. Peter to work with Tanya what he'd like to see.

Tanya attended BIG4 induction in Melbourne to get a better idea of plans. There will be an app coming soon to make it easier to view future bookings.

Tree Replacement program has begun. Have removed 60 trees in recent times and planted about 80.

### 7.3 Sports Centre Committee Report

Meeting will be in Monday night. Discussions about damaged door and seals and also quotes for painting in the grandstand. Tradespeople have attended.

### 7.4 Audit Committee Report

Nil to report. Next meeting is in June.

## 8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS)

Dafydd Llewelyn currently looking at 2 policies. Hopefully he'll have a comment on these in June 2018.

## 9. OTHER BUSINESS

### 9.1 Capital Expenditure 18/19 budget – Grant application

Discussion was had about what could be changed now that occupancy was up. Concerns about no breakdown of what the Sporting Body submission into the Big Project. These plans are high level plans and not detailed plans as a plan needed to be submitted in order to even be considered. More details will come out in following weeks.

Jo from Council will be organising a Stakeholders meetings to update and Formal Invitation will be sent out soon.

### 9.2 LTFP (updated) & Asset Register

Mark Lague has entered budget and included further changes and waiting for the Board to accept. Updated every year to incorporate changes to occupancies.

Peter brought up some assets that had been marked for replacement several years ago and nothing has been done. The Asset register needs to be reviewed as what is marked for replacement isn't necessarily the items that need replacing. Leigh and Tanya to review asset register. Need to get an up to date list of assets from the council for more info with replacing/renewal of cabins to easier assist in understanding when cabins are due to be replaced.

**MOVED** Trevor Schmidt that the LTFP be accepted.

**SECONDED** Vincent Marsland

**CARRIED**

**9.3 LGFA loan repayments**

The LTFP has the loans being paid off sooner. Mark Lague suggested a payment on the LGFA loan in the beginning of next Financial Year. And out other loan can wait until the end of the Financial Year.

Leonie to chase up a report for the Board in relation to park ownership options.

**10. NEW BUSINESS**

Nil.

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


The date of the next meeting is set for Wednesday the 20<sup>th</sup> June 2018.

\*\*Note: Cr Leonie Boothby and Sara La Nauze advising they will be an apology next meeting.

Meeting closed at 7.55pm.

Minutes confirmed at Board Meeting - 20<sup>th</sup> June 2018

DATE: 20/6/18.....

CHAIRPERSON: .....