

No	Topic	Discussion	Action	Responsibility
-	Date & Time	Tuesday 7 April 2015 9.200pm General Meeting		
-	Location	Oxley Shire Hall		
1	In Attendance	Jason Mullins,Neil Barclay,Graham Abotomey,John Lang,Alison Stephens,Arthur Parker,Clare Cowdery,Janet Heath,Don Heath,Sally Rodgers,Heather Lucas,Nellie Van der Heyden,Neil Brock		
2	Apologies	Sue McGregor, Barb Godde,Margot Ingwersen,Geoff Daly,Paula McGavin,Sally Day,Tony Carroll,Sue Abotemy,Bruce Uebergang,Tony Ciavarella,Jamie Boatwood		
3	Minutes of Previous Meeting	The minutes of the previous meeting 02/02/2015 were tabled after distribution to the meeting. They were confirmed as an accurate record.	Moved: Nellie Sec: Clare	
4	Business Arising from previous Minutes			
4.1	Installation of the watering system	Still a work in progress. Contractor Bruce had organised too unreliable so he has found someone else "Chimpy"	Bruce not present so no update	Bruce and Chimpy
4.2	Captions for historical photos	New frames and photos in Safe. Still need captions and wire for hanging. To be hung before Anzac Day	Work in progress	Neil
4.3	Shed Extension	In pipeline still. Cost will be \$7-8,000	Getting ever closer....	Bruce
4.4	Storage	Neil has relocated the photocopier to the store room. Nellie has again volunteered her expertise to make a cover for the photo copier	Cover to be made	Nellie
4.5	Piano	Nellie was thanked for making an excellent cover for the piano.	COMPLETE	
4.6	Doors	Brian has replaced the hinges which had again broken. Some changes will need to be made to adjust the size due to the changed hinges. Clayton's are very upset about the crack in the door and will repair it when the weather is cooler. Andy is also investigating options and monitoring the situation	Don to remain in contact with Clayton's. Andy to monitor	Don Andy
4.7	Hall Community use	Karen Davis' YOGA classes on Tuesday mornings have only attracted a few participants. Those who go, enjoy it and Karen is going to continue for another term to see if numbers pick up.		
4.8	Fire Extinguisher	CFA suggested we need to purchase an ABE extinguisher to go near the front door. Sally Rodgers has some information about this. To be discussed with Tony	Tony and Bruce to organise through CFA	Tony Bruce
4.9	Power Board	All switches to be labelled. Sal has bought DYMO. Job to be completed when Bruce and Sal are able. Spotlights at the front of the Hall have blown so these needs to be repaired by our electrician before the switches can be labelled accurately. Steve completed some work but not all of it	Bruce and Sal to re label switches in power board Don to contact Steve again	Bruce Sal Don
4.10	Hall Insurance	Tony Raven has not got back to us (how unusual for the RCoW). An audit of building	Janet to get in touch with	Janet

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		and equipment will need to be made to ascertain appropriate level of insurance	Tony Raven AGAIN	
4.11	External painting quote	Alan McCrohan has indicated the need for external paint and some repairs on the hall whilst completing the other work. The cost is a minimum of \$10,615. This is beyond our resources. Janet to contact RCoFw to discuss their financial assistance in completing this job. Also seek advice from Al Perkins who was our original builder Don, Janet and Alan McCrohan met with Alan Thrum RCoW after contacting Alan Clarke. We had previously advised Alan McCrohan that we could not go ahead with the work as it was too expensive. Alan Thrum was not particularly helpful. Don has again contacted Alan Clarke who is perhaps looking at options	Maintain contact with Alan Clarke RCoW Al Perkins	Janet Don
4.12	Meeting room window south west	Graham has mended the damaged screen on the window in meeting room – thanks Graham. The gap above window was too big to be filled with the foamy silicone stuff that Bruce recommended. Andy will have a look at it	Gap above window to be prepared	Andy
4.13	Problem with Hall Bond	This matter culminated in an anonymous representative of the hirer making a complaint to Wendy Daly at the RCoW. She advised that we should just repay the bond – she did not have our side of the story but just wanted the matter quickly resolved. Our position was that the RCoW should show support of their Committees and to just direct us to pay would set a very bad precedent for all 86 Committees. Clare /Janet wrote an extremely detailed letter explaining the facts of the matter to Wendy Daly.(Tabled in correspondence) After a number of meetings with Clare, Wendy and Marcus Foster at the RCoW during which a compromise was attempted to be reached, the RCoW unexpectedly just advised that they would pay the amount. There was no explanation as to why this position was suddenly taken. It was very odd. Thanks to Clare for her meetings at RCoW	COMPLETED -DAA DAA!!	
4.14	Gazebo	One of our gazebos is broken. Need to buy a new one to match existing ones. Clare has removed the broken frame and saved cover – Thanks Clare	Buy new gazebo	Janet
4.15	Trestles	Some of the trestles are damaged and may need repair or throwing out. Jason has volunteered to do an audit and make decisions about damaged trestles	Check out condition of all trestles in the shed	Jason
5	Correspondence Inward			
5.1	RCoW	Correspondence re Jamie Lee Sexton	Resolution explained to meeting	
5.2	RCoW	Information re Grants for Sporting Clubs		
5.3	Karen Davis	Letter of thanks re the use of the Hall for Yoga Lessons		
5.4	Libby Readhead	Request to use the hall for dance lessons	Discussed at meeting	



OXLEY SHIRE HALL COMMITTEE OF MANAGEMENT

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6	Correspondence Outward			
6.1	RCoW	Correspondence re Jamie Lee Sexton		
	Libby Readhead	Request to use the hall for dance lessons		
		Acceptance of Correspondence	Moved: Clare Sec: Erica	
7	Financial Report	27,731.82	Moved: Erica Sec: Arthur	
8	General Business			
8.1	Kitchen	Graham Abotomey advised of a discussion which he had with Peter Hoppach. Peter advised that he could draw up a plan to make the kitchen more of a commercial standard at a cost of less than \$10,000. Graham also tabled brochures for commercial stoves at reasonable prices.	Graham to follow this up with Peter	Graeme
8.2	New Committee	Janet distributed copies of the application form for the new Committee which will be formed by August. All applications have to be sent to RCoW for selection.		
9	Next Meeting	Tuesday June 2 2015		
-	Meeting Closed	10.00		