| **No** | **Topic** | **Discussion** | **Action** | **Responsibility** |
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| **-** | **Date & Time** | Tuesday 6 October 2015 9.00pm - General Meeting  |
| **-** | **Location** | Oxley Shire Hall |
| **1** | **In Attendance** | Jason Mullins, , Clare Cowdery, Jamie Boatwood, Di Feldtmann, Margot Ingwersen, Tony Carroll, Graham Abotomey, Janet Heath, Don Heath, Arthur Parker, Bruce Uebergang |
| **2** | **Apologies** | Sally Day, Chris Kukulka, Barb Godde, Nellie Van der Heyden, Heather Lucas, Neil Brock, Paula McGavin, Geoff Daly, Erica Pike, Jim McMillan |
| **3** | **Minutes of Previous Meeting** | The minutes of the previous meeting 4 August 2015 were tabled after distribution to the meeting. They were confirmed as an accurate record.  | Moved: MargotSec: Jason |  |
| **4** | **Business Arising from previous Minutes** |
| **4.1** | Corrections/alterations to AGM minutes  | Janet Heath is the Secretary and Chris Kukulka is the new Treasurer.Chris lives locally in Oxley (Reilly’s Lane) and volunteered after reading the request in the Oracle. Welcome Chris to the Hall Committee. |  |  |
| **4.2** | Installation of the watering system  | Will start running second week of November after the Bush Market |  | Bruce  |
| **4.3** | Shed Extension | Al Perkins is going to erect the shed after the bush market in November sometime. |  | Bruce |
| **4.4** | Doors | Claytons have repaired the doors. Andy will do additional works (closing the gap) after the Bush Market | Andy to do additional work | Andy |
| **4.5** | Fire Extinguisher | Neil Brock is dealing with this matter. No update available as he is on holiday | Obtain and install ABE extinguisher | Neil Brock |
| **4.6** | Power Board | Steve Williamson will do the labelling and he has fixed the power-point behind the stage. | Contact Steve | Janet |
| **4.7** | Hall Insurance | Clare got 3 quotes from JLT Insurance $2741.75, GIO $558.67 with $200 excess and Community Underwriting $1252.25. Clare to finalise GIO quote and obtain insurance. **Moved: Arthur Seconded: Graham** | Clare to organise insurance | Clare |
| **4.8** | External painting quote | Get additional quote from Al Perkins for outside painting | Get quote from Al Perkins | Don |
| **4.9** | Meeting room window south west | Andy has inspected the window and will repair that window and another 3 also. No More progress made. Will look at this after Bush Market along with doors | Andy  | Andy |
| **4.10** | Gazebo | One gazebo has lost its leg – we need to locate it if possible and also need to buy a new gazebo to match existing ones.  | Buy new gazebo | Janet |
| **4.11** | Trestles | Jason and Jamie to make 3 new trestles on 17th October 2015. | New trestles to be made. | Jason/Jamie |
| **4.12** | Kitchen | No Update. Not urgent. Bruce noted that likely to cost more than $10,000 and kitchen would have to be extended if we go ahead. | No update at this time. |  |
| **4.13** | Bus stop | PTV moved the bus stop.  | No further action required |  |
| **5** | **Correspondence Inward** |
| **5.1** | RCoW | Community Forum Event flyer | None |  |
| **5.2** | Clare | Advising she had written to PTV re bus stop | None |  |
| **5.3** | RCoW | Request for additional bins for Bush Market. We will be charged at $5 per bin and $50 collection fee at the end of the event by the RCoWCouncil has supplied 8 new red lidded bins for Hall  | Get bins for bush market | Sally/ Janet |
| **6** | **Correspondence Outward** |
| **6.1** | 36th Oxley Bush Market | Successful bush market applicants notified. Unsuccessful notified and deposits refunded. |  |  |
| **6.2** | RCoW | Nomination for Chris to become new Treasurer for the Hall Committee | None | Janet |
| **6.3** | RCoW | Letter requesting Chris join the Hall Committee | Awaiting reply from council | Janet |
| **6.4** | Jazz Festival | Joined the Friends of the Jazz festival with $100 donation. | None |  |
| **6.5** | RCoW | Maintenance acquittal done and sent to Council for reimbursement | None |  |
| **6.4** |  | Acceptance of Correspondence - Moved: Jamie Sec: Margot |  |  |
| **7** | **Financial Report** | Cash book balance $32,574.17 as at 30.9.15 | Moved Arthur Sec: Dianne |  |
| **8** | **General Business** |
| **8.2** | 36th Oxley Bush Market PA System | Jamie has got a quote from Wangaratta Sound and Lighting to supply equipment, set up and pack down a PA System for $275.00. Agreed to accept quote. They will set up from 7am on the day and will need power to the back paddock. They will supply cables.Moved: Jamie Seconded: Arthur | Confirm quote organise system | Jamie |
|  |  | List of Jobs attached and to be distributed. Working Bee on Thursday 29th October 2015 | Working bee | All |
|  |  | Gehrigs collecting tables and chairs after the bush market. They are organising their own bins this year given the new RCoW organisation and charge for bin use.Bush Market is/has been advertised in the NE Tourist News, all regional newspapers, mycommunityconnects, RACV Magazine,Friends of the Jazz Festival,Poster flyers to Wang Tourist Bureau and Oxley Communtiy mailing list. Suggested we also contact 3NE Community events |  | Tony Carroll |
| **8.6** | Data Projector | Purchased and in safe. Not for external hire |  |  |
| **9** | **Next Meeting** | **Friday Dec 4 2015 – at the Oxley Memorial Park** |  |  |
| **-** | **Meeting Closed**  | 10.00pm |  |  |