

OXLEY SHIRE HALL COMMITTEE OF MANAGEMENT

No	Topic	Discussion	Action	Responsibility
-	Date & Time	Tuesday 11 April 2017 - General Meeting 8.25pm. Jason chaired the meeting in Don and Clare's absence. Thanks Jas!		
-	Location	Oxley Shire Hall		
1	In Attendance	Neil Barclay, Jason Mullins, Jamie Boatwood, Di Feldtmann, Janet Heath, Arthur Parker, Erica Pike, Kim Shirley, Pat and Wendy Richardson, Barb Godde, Lindsay Cummins, Janice Cherry		
2	Apologies	Chris Kukulka, Sue McGregor, Heather Lucas, Sally Day, Margot Ingwersen, Neil Brock, Clare Cowdery Don Heath, Paula McGavin, Geoff Daly		
3	Minutes of Previous Meeting	The minutes of the previous meeting February 7 2017 were tabled after distribution to the meeting. They were confirmed as an accurate record.	Moved: Di Feldtmann Sec: Barb Godde	
4	Business Arising from previous Minutes			
4.1	Shed extension	Shed erected. Need concrete pad. Bruce to organise with concreter. Also front step to be repaired		Don and Bruce
4.2	Gas heater	Need how to use them instructions	Draft instruction sheets	Janet
4.3	Meeting room window south west AND Council Condition Report	Report has been received. It contains a number of issues which need to be discussed with Council. Including the necessity to spend \$93K over the next 5 years on normal cyclic maintenance. Who will provide this money? Window can be temporarily repaired by Al Perkins	Meeting with Anne Richards Co-ordinator Asset Planning at RCoW needed Contact Al re window	Janet Don Don
5	Correspondence Inward			
5.1	RCoW	Hall Condition Report		
5.2	Bendigo Bank	Detail about Bendigo Bank Grants /Banking		
5.3	Energy Australia	Changes to Contract		
5.4	Kim Shirley	Lights flickering	Steve Williams has repaired	Complete
5.5	Warby Steel PL and Drage Fencing	Quote for fence		
6	Correspondence Outward			
6.1	None			
7	Financial Report	Cash book balance \$25,956.15 @ 31 March 2017 Chris was thanked for his management of the books.	Moved: Jamie Second: Erica	

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8	General Business			
8.1	Fence	Neil had obtained quote from STY /Drage Fencing. Cost is \$12.700. Discussion ensued about this very large expenditure for a purely aesthetic item but the majority agreed that we should accept this quote as it will enhance the appearance of the Hall and a new, more secure fence is required on the west boundary. Jamie noted that the contractors should be sensitive to the small, private memorial on the fence line	Neil to be authorised to go ahead and accept the quote and was thanked for the work he had put into obtaining it	Neil/Don
8.2	Watering system	Back corner of the hall has a leak. System turned off. Get Paul to look at it.	Clare not at meeting but no evidence of leak and grass green	Clare
8.3	Electricity Account	First quarter account was \$509.00 which given limited hall usage was exorbitant. Janet has negotiated a 30% discount for future accounts but nothing retrospective. Perhaps solar power may be on the agenda for hall again??	complete	
8.4	Bendigo Bank Connected Community	Janet and Don had attended this event. By Banking with BB we would be eligible for community grants. Chris does not see a problem with this. We will need to ascertain that fees and interest rates are competitive with Westpac	Janet to contact Bendigo Bank and co ordinate with Chris	Janet Chris
8.5	Bush Market	Janet distributed Bush Market Business cards and encouraged everyone to offer cards to potential stall holders-particularly over Easter when there are many markets. Erica and Janet reported that many enquiries have been received for this year's market.		
8.6	Hall Cleaning	It was agreed that we should approach a professional cleaner to do the timber floors. Windows also need cleaning. Joe Paola who cleans KRC could do floors. Margot knows a window cleaner. Kim noted that the floor was often quite dusty for the Yoga classes.	Janet to contact Joe Paola Janet to contact Margot Janet to speak with cleaner	
9	Next Meeting	Tuesday June 13 2017		
-	Meeting Closed	9.03 pm	A record!! Good on ya Jas	