

# OXLEY SHIRE HALL COMMITTEE OF MANAGEMENT

No	Topic	Discussion	Action	Responsibility
-	<b>Date &amp; Time</b>	Tuesday 5 April 2016 - General Meeting		
-	<b>Location</b>	Oxley Shire Hall		
<b>1</b>	<b>In Attendance</b>	Jason Mullins, , Clare Cowdery, Jamie Boatwood, Sally Day, Graham Abotomey, Sue Abotomey, Janet Heath, Don Heath, Arthur Parker, Barb Goode, Erica Pike, Neil Brock, Margot Ingwersen, Tony Carroll, Neil Barclay, Sally Rodgers, Kim Shirley, Heather Lucas, Welcome Pat and Wendy Richardson		
<b>2</b>	<b>Apologies</b>	Di Feldtmann Chris Kukukulka, Bruce Uebergang and Sue McGregor (from Peru!) Paula McGavin, Di Feldtmann		
<b>3</b>	<b>Minutes of Previous Meeting</b>	The minutes of the previous meeting 2 February 2016 were tabled after distribution to the meeting. They were confirmed as an accurate record.	<b>Moved: Neil Brock Sec: Barb</b>	
<b>4</b>	<b>Business Arising from previous Minutes</b>			
<b>4.1</b>	Installation of the watering system	Clare has spoken to Paul Zabilowicz re putting the pump onto the water tank and setting up a watering system to use the tank water to water around the grounds of the hall. He will start the work shortly when hall bookings permit. Jason spoke to Bruce and plans showing the set-up of the water tank and associated pipe work were sent to Clare.	Organise Paul to do the work	Clare
<b>4.2</b>	Shed extension	Al Perkins is doing the job. Janet organised the necessary planning and building permits which have been obtained to undertake the erection of the shed. Concrete slab being laid shortly by Vincent Muraca	Organise Al Perkins to erect shed	Don and Janet
<b>4.3</b>	Gas heater ignition	Sally Day contacted Chris White at Quick Gas and he came to fix the heater switch. However at Yoga class the heater would not switch on. Sally will contact him again.	Sally to contact Quick Gas to fix the gas heater ignition	Sally Day
<b>4.4</b>	Doors	The Hall doors are now complete with draught excluders fitted. The gap between the doors has been fixed with some metal strips. One of the bolts is dragging on the floor and so needs to be altered. Andy to do this. Committee thanked Andy for his work.	Andy to alter bolt	Andy
<b>4.5</b>	Fire extinguisher	Sally spoke to Chubb they are coming out in April to do an inspection and will give us a quote for a fire extinguisher if they think we need one.	Await Chubb inspection	Sally Day
<b>4.6</b>	Power board	All done and labelled	Nothing more	
<b>4.7</b>	External painting quote	Al Perkins knows a painter and he will get him to give us a quote for external paint work as there are some other painting jobs such as underneath the eaves that also need doing.	Al Perkins to organise quote	Don
<b>4.8</b>	Meeting room window south west	Andy inspected windows. Potential problems with the window frame falling out of the brick work so need someone with proper insurance to repair it. Could be	Write to council explaining situation with window and request	Janet

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		expensive. Need to advise council as it is their building and they need to know. Suggestion that Council send out their building inspector to have a look.	building inspector comes out to have a look.	
4.9	Trestles	Not yet purchased to be done before Bush Market	New trestles to be purchased.	Jason/Jamie
<b>5</b>	<b>Correspondence Inward</b>			
5.1	RCoW	Sally has bin stickers and will put them on	Stickers on bins	Sally Day
5.2	RCoW Wendy Daly	Thank you for Hall minutes and planning permit information		
5.3	Planning Plus	Planning permit for shed		
5.4	RCoW	Major grants information		
5.5	Nev McCormack	Building permit for shed		
5.6	Clare Cowdery	Re draught excluders for hall doors		
5.7	Classic Cabinets	Invoice	<b>Moved: Arthur Second: Jason</b>	
<b>6</b>	<b>Correspondence Outward</b>			
6.1	None			
<b>7</b>	<b>Financial Report</b>	Cash book balance \$33,601.01 as at 31.03.16	<b>Moved: Neil Brock Second: Sally Day</b>	
<b>8</b>	<b>General Business</b>			
8.1	A3 Laminator	Laminator still missing.		
8.2	Photos	Photos now moved, replaced and new wires fitted		
8.3	Yoga	Now only happening on Wednesday evenings starting next term		
8.4	Milawa Gourmet Region	Lunch cancelled		
8.5	Photo of Bill Bowers	Sub-committee met on 1.2.16 onsite at Memorial Park. Resolved to meet Neville Bell onsite. Met Neville Bell on 25.02.16 and he offered to take stones and display them for viewing. Reservations about the display of the stones as they look like a headstone for a grave. Photos circulated for Committee to comment on. Liked idea of it being more of a sculpture rather than a grave headstone effect. Perhaps need some landscaping such as river rock. Set stones around remembrance cross. Need to get some concept ideas drawn up. Neil to speak to Emily Foote who may be able to help draw up concept ideas.	Neil to contact Emily Foote to see if she would draw up some concept ideas.  Don to ring Robyn McDonald	Neil

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		Terry McDonalds plaque needs to be placed where it can be seen ask Terry's wife where she thinks would be best and show her concepts ideas when drawn up.		
8.6	Group photos	Group photos found from 2003 and 2007 as well as for 35 <sup>th</sup> Bush Market. Need to look at photos and identify all the people in them. Frames for them will cost about \$300 from picture framer in Wangaratta. Need to get quote from the person that did the other frames. Agreed that photos should be displayed.	Neil to get quote for picture frames. Everyone to identify people in photos. Agreed photos should be hung	Neil  All  Neil
8.7	Aus day celebrations	These have traditionally been a combined Milawa/Oxley event. Senior and Junior citizens of the year are picked with the Senior one alternating between Oxley and Milawa. At present all recipients are named on a Honour Board at the Milawa Hall. It was suggested that an Honour Board naming the Oxley recipients could be purchased for the Oxley Hall	Look at photos of boards so Committee can decide if they want a similar Board	Sally Rodgers to forward photos
8.8	Heritage	Milawa Heritage Group has some funding and this could be used as seed funding for a larger project. Any ideas welcome. The heritage walk could be a suggestion and heritage group could apply for a major grant from RCoW.	Ideas for projects	Neil/Sally Rodgers
9	<b>Next Meeting</b>	<b>Tuesday 7<sup>th</sup> June 2016</b>		
-	<b>Meeting Closed</b>	9.22pm		