

OXLEY SHIRE HALL COMMITTEE OF MANAGEMENT

No	Topic	Discussion	Action	Responsibility
-	Date & Time	Tuesday 7 June 2016 - General Meeting		
-	Location	Oxley Shire Hall		
1	In Attendance	Jason Mullins, , Clare Cowdery, Jamie Boatwood, Di Feldtmann, Janet Heath, Don Heath, Arthur Parker, Erica Pike, Neil Barclay, Sally Rodgers, Kim Shirley, Pat and Wendy Richardson, Bruce Uebergang, Colin McClounan, Nellie VanDer Heyden, Keith Yates and Graeme Bromley		
2	Apologies	Chris Kukulka, Sue McGregor , Heather Lucas, Barb Godde ,Paula MacGavin Sally Day, Margot Ingwersen ,Neil Brock		
3	Minutes of Previous Meeting	The minutes of the previous meeting 5 April 2016 were tabled after distribution to the meeting. They were confirmed as an accurate record.	Moved: Erica Pike Sec: Neil Barclay	
4	Business Arising from previous Minutes			
4.1	Installation of the watering system	This has been completed. A sprinkler system has been set up around the immediate environs of the hall to keep the grass clean. It is all on a timer that comes on three times a week for half an hour. Water is derived from the water tank. Thanks Clare	Done	
4.2	Shed extension	The shed extension has been put up and pink chairs moved across. A few other items are to be moved across and some electrical work is required to provide an outside light and internal lights. A cage will be put in the new shed to lock items up in such as the gazebos and other non hiring equipment. Thanks Bruce	Organise electrical work	Don and Janet and Bruce
4.3	Gas heater ignition	New gas heater installed. Thank you Sally Day	Done	
4.4	Doors	Done	Done	
4.5	Fire extinguisher	CFA did a hall check and said a further fire extinguisher was not required.		
4.6	External painting quote	Al Perkins is organising a quote for painting of doors and repairing and painting cracks in the east wall.	Al Perkins to organise quote	Don
4.7	Meeting room window south west	RCoW engaged Macutex Consultants to audit buildings. They looked at the windows as part of this audit. A report will go to Council and they will then prioritise the works as required. Committee will be informed of the results.	Wait on report to Council	Janet
4.8	Trestles	Not yet purchased -to be done before bush market	New trestles to be purchased.	Jason/Jamie
5	Correspondence Inward			
5.1	Karen Yoga Teacher	Thank you		
5.2	CFA	Account for extinguisher audit		
5.3	RCoW	Sally put stickers on Bins Thank you Sally Day	Done	
			Moved: Arthur Second: Erica	

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6	Correspondence Outward			
6.1	None			
7	Financial Report	Cash book balance \$28,811.42 as at 31.05.16	Moved: Nellie Second: Neil Barclay	
8	General Business			
8.1	A3 Laminator	Laminator still missing.		
8.2	Photocopier	Issue with codes to identify groups using the photocopier. Neil speaking to the copier people to get it sorted.		Neil
8.3	Photo of Bill Bowers and other Oxley contributors	Now with ORA		Neil
8.4	Group photos	Frames being made for big group photos		Neil
8.5	Aus day celebrations	Nominations required. Offers of help also wanted. Could be held in Oxley in 2017. Discussion around agreement that Remembrance Day was held in Oxley and Aus day held in Milawa. Neil looking at honour boards.		Sally Rodgers and Neil
8.6	Bush Market	<ul style="list-style-type: none"> • Do we change price of stalls currently: \$50 Single - \$120 Double - \$250 Triple? Normally cut back on triples to get stall variety. Agreed to leave as is as stall holders also contribute to the raffle prizes. • Applications for bush market going out on 31 July 2016. Normally sent via email with now only 30 being posted. Normally get 450 – 500 requests for information and applications. • Sally Day to fix up waste wise • Evan OK for traffic Management • Bruce has organised signs to be made out of tin with star pickets being used to hold signs • Call from Wang Chronicle re NE Tourist News now getting half page ad, editorial and photo for \$300. No price increase. 		All
8.7	Doug Cameron and Pizza van	Doug Cameron operates a mobile pizza van and wants to set up in the ground of the hall on Friday evenings between 5pm and 10pm to sell pizzas during snow season. Agreed to check with the shop and café and if they didn't mind and there are no traffic issues then OK for Friday night only. If we have a booking at the hall then he can't use the grounds.	Check shop and café don't mind	Don and Janet



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8.8	Solar grant	Janet didn't apply for the grant for solar panels as we didn't qualify.	No further action	
8.9	Coburg Hall	Merlynston Hall is being restored and they have asked for any hints, tips or advice.		
9	Next Meeting	Tuesday 2nd August 2016		
-	Meeting Closed	8.50pm		