



OXLEY SHIRE HALL COMMITTEE OF MANAGEMENT

No	Topic	Discussion	Action	Responsibility
-	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: Margot Sec: 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 Secoded: 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 17 th October 2015.	New trestles to be made.	Jason/Jamie

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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 RCoW Council has supplied 8 new red lidded bins for Hall	Get bins for bush market	Sally/ Janet
6	Correspondence Outward			
6.1	36 th 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	36 th 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 29 th October 2015	Working bee	All
		Gehrigrs 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.		



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		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 Community 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		