**Minutes: 11th April 2023: 7 pm, Macclesfield Institute**

|  |  |  |
| --- | --- | --- |
| **1**. | **PRESENT:**  | P. Worland (Chair), G Harris (Treasurer),L. Boyd, R. Davidson, K. Scholz, M. Bucky, D. Maher |
| **2**. | **APOLOGIES:** | J. Conroy (Secretary), C. Gordon (Vice) |
| **3**. | **WELCOME:**Acknowledgement of the traditional owners - the Peramangk people – past, present and emerging, on whose land we meet tonight.  |
| **4**. | **GUESTS:** | Nil |
| **5**. | **MINUTES OF PREVIOUS MEETING:** | Motion: “That the minutes of the meeting held 11/3/23 be accepted”.  |
|  |  | Moved: K. Scholz | Seconded: L. Boyd | **Motion carried**. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **6.** | **Business Arising from Minutes** |
| 6.1 | Community Emergency Response: Resilience Network | * Nice Story in the paper
* Next meeting in a couple of weeks
 | N/A | L. Boyd |
| 6.2 | Crystal Lake progress | * Council intention to start Feasibility Study for Arts Hub in 2022/23 FY (imminently) and finish it in next F/Y. Unclear how this will address broader site plan advocated by MCA.
 | N/A | P. Worland to continue liaison with Council |
| 6.3 | Acknowledgement/Membership information | * Changes have been made
 | Approved for use | C. Gordon /R Davidson |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| 6.4 | Green Room Hire | * Rent up to date
* No Certificate of Currency received
 | If no certificate received by the end of April lease for room will be terminated. | K. Scholz |
| 6.5 | Food Pantry | * To commence Monday 17th April 10.00am to Midday
* MCA not required for this project
 | R. Davidson to liaise with group |  |
| 6.6 | Bollards project- Crystal Lake Park | -Council have come good with the required increase to cover cost escalationsMaccy Mens Shed will do the constructionCouncil will have a contact person on their website for any issues.  | MCA to lead the processMMS to do the work | P Worland / J Farrington |
| 6.7 | Macclesfield Resilience Group – governance discussion | * Meeting held with Dean Hewlett. He has good understanding of MCA requirements for governance of subgroups/task groups
* Dean will bring a draft Terms of Reference to MCA for approval
* Dean to keep MCA informed of Resilience Group’s decisions re governance
 | N/A | N/A |
| 6.8 | Strategic plan | * P Worland submitted updated plan
 | P Worland moved the plan be accepted M. Buckby Seconded. Motion Carried.Plan to be reviewed annually. Next review April 2024 | All |
| **7.**  | **Correspondence** |
|  | Business Arising from Correspondence | * Nil
 | Only correspondence of significant content be added to the list | All |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **8** | **New Business** |
| 8.1 | Accessible car park – Venables St | * Council requested feedback on ramp proposed location. Would require bench to be relocated
* Alternative locations discussed on Venables Street, other than that proposed by K. Wohstadt
 | Contact K. Wohstadt to discuss options. | P. Worland |
| 8.2 | CFS Thank you | * Arrange a function to say Thank You to CFS after Fire Season
 | Supper “Bring a Plate” to be held in the Institute Hall.Look at Monday 5th June at 6.00pm L. Boyd to do Poster to invite the community | M. Buckby |
| 8.3 | Renewable Energy event | * Person from Yackandandah to visit Macclesfield
 | Time to be arranged for meeting to discuss renewable energy project in Maccy | P. Worland |
| 8.4 | BMT – MCA table | * MCA participation in the event.
 | MCA will have a table on the 17th May | P. Worland |
| **9.** | **MCA Planner** |
| 9.1 | History group report | * Bush Dance to be held on the 13th of May. They would like MCA’s help with the event
 | MCA members that are available will help. L. Bullock to send details of what they require | All |
| 9.2 | Policy review | * No Progress
 | Next Meeting for discussion  | M. Buckby |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **9.** | **MCA Planner Cont** |
| 9.3 | Anzac Day wreath | * Wreath to be made and placed
 | L. Boyd will make and place wreath | L. Boyd / K Scholz |
| 9.4 | Strawb Fete – book band | * Question asked if same band as last year
* Other activities for kids. K. Scholz suggested Reclink for Kids activities.
* Where the event should be held, Oval as last year or Davenport Square as years gone by.
 | MCA has no objections for same band.K. Scholz to email details of Reclink.Survey to be sent to community on best place to hold the event | M. Buckby / C. Gordon |
| 9.5 | Hall working Bee | * Work that is needed to be done on the hall.
* Best time to perform the work
 | P. Worland to contact Robyn for list of workTo be done after the next Maccy Markets on the 7th June at 3.30pm | All that are available. |
| **10** | **Finance** |
| 10.1 | Report | * G Harris Auto billing for future tenants of the Institute
* Hire costs need to allow for cleaning in the future
* Revisit the Management Fee from council when reviewing the hire fees for the hall
 | Talk with council on management fee. R. Davidson to be invited  | G. Harris / R. Davidson |
| 10.2 | Weed control in Night Paddock | * Weeds have been sprayed by Bushcare groups contractor
 | MCA to pay $300.00 to Bushcare Group for spraying | P. Worland |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **11** | **Events update** |
| 11.1 | History Group- Bush Dance – 13 May volunteers | - advertising on Facebook, - decorating hall/set up - hall pack/clean up - greeting people. | MCA to help if available | All |
| 11.2 | History Group – Reconciliation Week event – 29 May | * Help Required for event
 | MCA to help if available | All |
| 11.3 | Arts event – 3 June | * 20 Artists to attend
* Mayor to open event
* Poster to be done
* Media needs to be done
* Working on food. Longview to supply wine at no charge
* Maccy Pub donated $100.00 for raffle
* Ticketed event to be held for the evening
* Lights in institute need to be replaced
* Pictures Hooks need to be bought
 | L Boyd to design and make posterR. Davidson to discuss with Robyn how lights were replaced last time. Talk with local Electricians R. Davidson to investigate Picture hooks and advise  | K. Scholz/ R. Davidson |
| 11.4 | MCA 75th Birthday | * No Progress
 | Explore Options | C. Gordon/ R. Davidson |
| **12** | **Grants update** |
| 12.1 | Queens Jubilee – tree planting | * Tree selection to be done
* Tree planted before Winter
 | Community to be advised of tree selection  | P. Worland |
| 12.2 | DHS Access path/Sensory Trail at Crystal Lake | * $2000.00 Contribution from MBDC secured
 | First section of path will be started in May | P. Worland |
| 12.3 | Volunteer Grant- projector | * Grant money won’t become avail until June
 | Use alternative for Arts Show | K. Scholz |
| **Agenda items** | **Discussion** | **Decision** | **Action** |
| **12** | **Grants update cont.** |
| 12.4 | Grants for Seniors’- Seats for reserves | * $4600.00 For Seats
 | Men Shed to build | P. Worland |
| 12.5 | Post office grant  | * Should be advised in May
 | N/A | P. Worland |
| 12.6 | Stronger communities grant- CL access path stage 2 | * Full application to be submitted by 10 May
* Battunga Lion’s Club donation $1000
 |  | P.Worland |
| 12.7 | MBDC Community Grants | * Grant available of up to $2500
* Could be used for Hall Equipment
* Stobie Pole Painting
* Mural on outside of Institute hall
* Possible purchase of Coffee Machine for next round of Grants
 | Needs to be discussed after review of guidelines | P. Worland / All |
| **13** | **Reports** |
| 13.1 | Market | * 22 Tables on the day. All went well
* Trading hours changing to 10.00 am – 3.00 pm from May Market
 |  | L. Boyd |
| 13.2 | Hall Report | * Hall has 5 bookings including Wedding Reception.
* Defibrillator to be repaired
 |  D. Maher to cover cost of repairs. P. Worland to supply contact details |  P. Worland / D. Maher |
| 13.3 | School Report | * Nil Received
 |  |  |
| 13.4 | Task Groups | * Covered off in previous discussions
 |  |  |

 **Finish: 8.50 pm**

**Next Meeting: Monday 8th May 2023, 7.00 pm**