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

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| **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**. |

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| **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 escalations  Maccy Mens Shed will do the construction  Council will have a contact person on their website for any issues. | MCA to lead the process  MMS 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 work  To 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 poster  R. 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**