

Gumeracha Community Association Inc.
Committee Meeting held on
Monday, 9th July, 2007 at 7:30 p.m. @ Take-Away

1. Present: Derek & Rae Evans, Joe & Dorothy Evans, Dave & Lynne Garwood, Jim & Pam Hale, Marilyn Hillier, Lydia Mik, Don Westlake
2. Apologies: Bob Hillier
3. **Minutes from the Previous Meeting:**
Moved: Lyn Garwood Seconded: Derek Evans All in favour.
4. **Business Arising from Previous Meeting:** (See also Sub-Committee Reports below –Item 6)
 - 4.1 **Asset Storage & Inventory:**
Rae reported that she has started the inventory of the equipment and hopes to have this completed and valued within the next week.
A query was made about the availability of the PA system for hire. It was decided that it would only be on loan to Gumeracha collaborative groups for their main events, e.g. Hall Committee, Spring Fair, Australia Day Ceremony.
 - 4.2 **Mid-Year Committee Dinner:** Pam has booked a table for 10 at the Woodside Hotel for Saturday, 14th July, 7:00-7:30 pm.
 - 4.3 **Christmas Show:** Marilyn gave information on various venues available and cost of buses. She will distribute the options, and members will phone Marilyn with their preferences within the next week, i.e. 16th July.
 - 4.4 **Meeting Minutes:** Following Don's recommendation at the June meeting, Pam will work on forming a new Minutes folder in order to highlight the more important decisions made. She will also re-organise files for archival purposes, giving copies to the History Centre for their archives. Don suggested the new system minute system will start from the November AGM.
 - 4.5 **AHC Town Entrance Signs:** Pam showed a draft sample for members to have an idea of what the signs will look like.
 - 4.6 **GCA Achievements Poster:** Jim showed the examples we used on the promotional display at the Spring Fair in 2006. It is proposed to produce a portable board, and have fixed one displayed at the TIB. (*See also Point 2 in Catering Programs below.*)
 - 4.7 **GCA Uniform:** Pam tabled a sample embroidered logo for committee consideration.
T-shirts – polo with logo and 'Working for our Community' = \$31.00 each for short sleeve; \$35.00 each for long sleeve. Colour = navy blue. Pam will organise changes to design and order per list of sizes.
Hats (bucket-styles) = \$12.00 each – still to be decided. Pam to obtain prices for broad-brimmed hats.
Aprons – embroidered logo only on GCA supplied aprons = \$5.50 each.
 - 4.8 **Federation Park Bridge Lighting:** Don reported that he investigated the cost of solar lighting, but found that these were too expensive. He suggested that we approach Council to install a security sensor light. Pam will write to Councillor Val Hall.
5. **Treasurer's Report:** Tabled.
Proposed: Rae Evans 2nd: Lydia Mik All in favour.
Auditor: Rae will contact Rod Bartholomeus asap now he has returned from Hong Kong.
6. **Sub-Committee Reports:**
Reports – electronic/written: Jim proposed that, to assist in the smoother, quicker running of meetings, that all sub-committees submit a report, either electronically or written, to the Secretary at least 7 days prior to the next meeting. These will then be circulated to all committee members to allow them to read, make notes, etc. for discussion at the next meeting.
Pam will revise the Sub-Committee Structure model and send to all Committee members.
Moved: Jim Hale 2nd: Rae Evans All in favour

6.1 Fund-Raising:

• Catering Programme:

- Williamstown Country Market – Pam has sent a letter to Michel Gray informing her of the decision not to proceed with the food stall at this market.
 - A-frame board for menu and prices signs - Lydia will enquire with local businesses. Don will enquire with National Foods/Farmers' Union.
 - National Motor Museum Catering Tender – Don reported that he sent a proposal to NMM, and received a response that our proposal has been accepted for the Birdwood Music and Ute Event on Sunday, 25th November. Lyn asked if we could find out what the attendance is for this event, to give use an idea for supplies – Don will contact Pauline Renner.
 - Drinks Fridges (possibly 2) – Don has contacted National Foods, and they are happy to supply a fridge at minimum cost. Don will contact them and arrange a formal quote and proposal.
 - Council Compliance – Don reported that we do not need Council compliance for a 'cook and sell' stall. He has all the information for future reference and will pass copies to Pam.
 - First Aid Kit – Don has obtained a price of \$90.00.
 - Sink for washing facilities – Don provide a cost at the next meeting.
 - Patron 'Race' – Don still making enquiries.
 - Catering trailer? – Don will enquire with the Kersbrook PS about the one on their grounds.
 - Spring Fair Stall (4.11.07) – Rae reported she has received information from the school. We need to check about the other food stalls before making application. Pam will contact Janet Mitchell. It was agreed we will still have our normal promotional stall, sharing with TVCC.
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- **Christmas Raffle?** – Discussion took place on the merits of holding a raffle. Members to check on possible prizes and report back at next meeting. Pam will distribute an authorisation letter to everyone. If held it will be drawn on 14th December at the Hall/Library 'Community Christmas' night. Jim reminded members that any money raised needs to be linked with indicated projects, so the community has knowledge of the purpose of their donation.
 - **Swap-Meet (7th October):** All under control. Rae has contacted various car clubs to attend, with a suggestion for them to provide demonstrations. Rae requested permission to organise paid advertising – agreed. Rae will organise the working roster. Pam to write a letter to Sporting Club for permission to use front court and power.
 - **POP! Party:** Pam has written to the band representative, Keith Atkins, and is waiting a response. Lydia will contact Keith to seek a prompt response.

6.2 Tourist Information:

- TIB Red Gum Seat – Rae will send Pam the contractor's details asap, so she can organise the work.
- TIB Advertising Contracts – all done.
It was agreed to offer Andy Mason of Kenton Communications free space in appreciation for his in-kind contributions to the Association and his sponsorship for the Web-Site.
- Flora & Fauna Boards – Don reported that he has drafted a letter to the Principal of Gumeracha PS offering to work with a small group of upper primary students, in early 2008, on the project. The aim is to develop the students' skills of research and photography, applying for a Country Arts SA grant to hire a photographer as 'artist in residence'. The group would produce information on the flora and fauna of the area, with the final production being undertaken by Projection Graphics (*the students' would take an excursion to the company to see the process undertaken to produce the final product*).
- Coming Events Board – Jim reported that he had discussed the concept of the park entrance board with Bob Brooksby, who indicated that he would not have a problem with such a structure, and would be more than happy to discuss the design and installation. It was suggested that the board be of a similar format as the Football Club sign. However, Don reported that he has measured the area, and suggests that the entrance is not the most appropriate site for the structure, but there is a more suitable site adjacent to the Op Shop. He tabled a suggested design. Jim suggested that Don and others meet Bob and Jenny Kennedy (TVCC/Op Shop) to discuss the options.
- Op Shop – Tourist Information Stand: Pam proposed that we not pursue this issue for the time being - agreed.
- Walking Trail – Joe and Pam proposed that we do not pursue this project due to the problems encountered. Pam will write to Liz Bok of AHC to inform her of this decision. Agreed. Jim extended the Association's appreciation to Joe and Dorothy for the hard work they have undertaken on this project over the past few years.

- TVT Report – TVT are planning to apply for a grant to assist with the funding of the extra entrance signage for all Torrens Valley townships, and possibly some 'Coming Events' signage, in partnership with each town.

6.3 **Marketing/Publicity:**

- Newsletter – June issue distributed.
- Website Contracts – all done.

Don reported that the opening time details for Gumeracha Antiques were incorrect on the site. It was agreed that we offer a 10% reduction in the annual fee as compensation.

Andy Mason has agreed to continue to sponsor the site. Rae proposed that we upgrade his advertising on the site so that it is more prominent.

In answer to a query Don reported that he had discussed the Medieval Fair page with Belinda Tregenza. They had decided that the current information was a positive example of the Association's work and should remain on the site until Michel Gray contacts Belinda regarding the 2008 event, when it will be proposed that the new committee set up their own site, linked to the Gumeracha site.

6.4 Rural Watch: Dave reported that Chris Bastian plans to erect two flag-poles at the station. Denise Le Vars has donated the one currently at the Post Office, and he is seeking another. Joe Evans informed the committee that Salem Baptist Church has one currently in storage. He will talk with Dave and Chris to see if it is suitable for the purpose.

Bob and Dave have been accepted as Rural Watch members, so will be able to attend any appropriate courses organised through Rural Watch.

6.5 Albert Street: Dave reported that unfortunately two trees had been stolen, but he has installed wire necks in all the barrels as a deterrent. He will also be installing another two tubs, as negotiated with residents. Bob has a tank suitable for watering.

6.6 **Training and Development:**

- **Grants Seminar:** Don will be attending another session tomorrow, and will report at the next meeting.

7. **Correspondence:**

7.1 **Incoming:**

- 25.06.07 - Bob Brooksby, Gumeracha Town Hall Committee – ideas for future celebration events.
- 17.06.07 – Gumeracha Community Op Shop Inc. – notice of donation for the Gumeracha Medieval Fair funds, transferred on 11.05.07. (*Passed to RE*)
- 6.07.07 – Pauline Renner, NMM – response to catering submission.
- 07.07 – Janet Mitchell, Gumeracha PS Spring Fair Stall Coordinator – information and stall application form.
- 8.07.07 - John Kuhn, Australian Internet Marketing 365 – web-site offer.

7.2 **Outgoing:**

- Minutes of June meeting.
- 14.06.07 – Pauline Renner, NMM; Catering Proposal (DW)
- 11 & 14.06.07 – TIB and Web-Site Advertising Contract Renewals (RE & PH)
- 20.06.07 – Michel Gray, Coordinator, Williamstown Country Market re. withdrawal from catering arrangements (PH)
- 26.06.07 – Keith Atkins, re. POP! New Year's Eve Party band booking (LM & PH)

8. **Any Other Business:**

8.1 Future Proposals: Pam tabled a list of suggestions from Bob Brooksby for the Associations' consideration. Members asked to consider the ideas ready for discussion at next meeting.

8.2 Ring of Oaks Reserve: Don suggested we consider giving this reserve some attention. To be discussed further.

8.3 Australian Internet Marketing 365 – Don reported that we had received an invitation to link in with this site, which is primarily aimed at business and tourism promotion. It was agreed that Don investigate this further and if he considered it worthwhile he is authorised to go ahead and negotiate at the special offer price of \$100.00.

9. Meeting closed: 10:07 p.m. **Next Meeting:** Monday, 13th August, at 7:30 p.m. @ the Take-Away.

Chairperson's Signature:.....

Date:.....