

Boolarra Community Development Group.

Meeting held at Boolarra Multi-purpose Building 4th November 2012

Present:- C Brick, M Herni, Tara Donegan (LCC), A Mehran, S Webster, Sarah Pigott (Quantum) P McAlister, T Anderson, R Northe MLA, D Black, J Henderson, V Henderson, R Herni

Apologies: Cr D White, L Emond, M Cooke, G Pither, P Dodds, G Mills, Jill Simmonds,

Minutes of Previous Meeting, and action arising:

Noted that the Mayoress' name is Sandy Kam.

Action associated with Lynn Simmons, Berry St, Fire Recovery.

- Tracy passed on details re Lynn's role to the PS but nothing has been put in the newsletter as yet.
- Colin passed on the Link contact details so Lynn could submit an article,
- Colin also referred a potential client whose details had been given to him.

Minutes accepted. P McAlister, S Webster

Correspondence

Accepted. C Brick/M Herni Refer attached table.

Finance

Opening balance	01/07/2012	\$112,182	
Opening balance	31/10/2012	\$ 70,888	
Closing balance	30/11/2012	\$ 70,937	Uncommitted \$12,629

A report showing coffee cart expenses was tabled to the sub-committee.

Treasurers report prepared P Dodds, Presented by C Brick as Paul was an apology.

Accepted. Moved C Brick/S Webster

Latrobe City

- Annual small towns forum was on 22 Nov. Attendees- Colin, Paul, Sue & Tracy. Paul was unable to attend due to work commitments.
 - Dinner, chat and brief presentation from each town.
 - Tracy and Sue reported they found it enjoyable and interesting, being their first attendance. The NBN presentation was inappropriate for the group.
 - Good networking, although this aspect could have been given greater weight, and reassuring to know that other towns are facing the same issues Boolarra is.
- Tara advised the Christmas Festivities grant paperwork needs to be completed by the group.
- For the minor capital works grant, details/quotes of the proposed electrical work at the park need to be forwarded to Erin at the LCC.
- Tara advised that there are changes forthcoming to the role of the Liaison Officer, and they were interested in feedback on BCDG's view of what the role should encompass.
 - The committee was very happy with the work and focus of our recent Liaison Officers.
 - Colin suggested that perhaps the role could be broadened to provide a service to other committee's in the community. (Folk Festival, Rail Trail, Park Committee, etc).
- Tara advised that there is an information session on 17th January on the changes forthcoming to the Corporations Act, which may impact on the operation of the group. Tara will forward further details.

Russell Northe

It is now the midway mark in the parliamentary term, and communities need to begin focusing on their priorities to feed into the budgetary/planning process. Russell strongly supports any community formal planning process that facilitates this, and is happy to assist where possible.

Russell also commended the committee and the Boolarra community for their achievements over the past couple of years.

BCDG Reports

- Multipurpose Building refurbishment work has commenced.
 - Some concern expressed re damage to the roses at the building. LCC have been given MaryAnne Peters' name as a contact.
 - Tara to chase up a time line from Luke McGrath for completion of the work.
- Men's Shed
 - Aim for an opening day in February.
 - Rough in plumbing is done.
 - Initial Electrical work has been done.
 - Internal walls being installed by Doug.
 - Plastering to be done soon.
 - Tara supplied contact details for someone who may be interested in helping out the men's shed. Pat to contact them.
 - The shed has obtained funding of \$500 pa from Bendigo Bank.
- Gazebo
 - Structure is up but the "triangle" still needs to be installed. The Apprentice Group are unable to do any more work. Sue Webster will approach Zari, at the mill, for materials.
 - Electrical work is done..
 - BBQ is around \$8k, with 8 week delivery period and has been ordered.
 - Try-Youth in Morwell have installed two benches/tables with full disability access, for \$990.
 - Plumber required for guttering, etc.
 - Dirt needs to be packed down around the concrete block, and excess removed. Could be taken to Memorial park.
- Community website
 - Nil report.
- Koffee Kart
 - Congratulations to Tracy on the great work she has done over the past three months to get the trailer up and operational.
 - The Kart operated at the Vic Bike Ride in Traralgon and Mirboo North, and at the opening of the Mill Site.
 - Very positive feedback on the quality, and a lot of interest expressed in the concept.
 - Provided a great learning experience.
 - How many operators required. Generally two will be sufficient.
 - Set up and cleanup is extensive. Each 1 hour.
 - Paul provided some good financial analysis feedback, which showed that under a salary paying arrangement the Kart would have made a loss the Bike ride venues.
 - Need to purchase a cash register.
 - Thank you letter to be sent to Aisha for her assistance on the cart.
 - Need to look at promoting the Kart
 - Tracy will prepare a press release.
 - Bring the Kart to Carols, for display purposes only.
 - Develop working links with LCC and Sth Gippsland, and local Lions Clubs.
 - Tracy has established an email address for the Kart, to enable bookings to be made directly.
 - Sub-committee to discuss outstanding operating and usage arrangements,
 - Registration as a business.
 - Wages

- Operating model
- Boolarra Youth and Space
 - Quantum funding finishes at year end.
 - Sarah will remain for a while as a volunteer.
 - Salvos will provide some funding next year.
 - Volunteers will coordinate the activities.
- Produce swap days.
 - Tracy has prepared guidelines, but will put on hold until next year, due to other commitments and the desire to get it right.
- Australia Day
 - Colin will distribute the list of jobs and tasks required to committee members for discussion at next month's meeting.
- Carols
 - Garryelle has requested assistance with the BBQ, and obtaining a number of the things required on the day. (Lollies, bread, meat, etc)
 - Colin will send out the list prepared by Garyelle. Tracy will coordinate.

General Business:

- Check approved payment to Roger and Gwenda, of \$200, from Sept minutes has been made. Colin/Paul
- Catheryn Thompson supplied a report on the Friends of the Upper Morwell River AGM, which went well.
 - Great progress has been made on-site at the Morwell River Falls, with great input from a number of dedicated volunteers,
 - Jill & John Parker have continued maintaining Apex Park,
 - Kevin Roberts at LCC has provided guidance and advocacy for the fall project, and assisted in getting insurance for the volunteer work,
 - Liaison with Grand Ridge Plantations has continued, and they have assisted with access maintenance and upgrade,
 - An information board was installed using EPA funding,
 - The group now has an ABN,
 - a formal opening is planned for after Christmas.
- Abbas confirmed that it is planned for the Art Show to take place in 2013.
- Abbas advised that he has been researching the fire sculpture project, but needs assistance with access to the trees he wants to work with.
- The Historical Society has proposed working with the BCDG to upgrade and replace some of the signage in Railway Parl. Ian Hibbins has advised that we will look into this further in 2013.
- Marietta tabled a proposal regarding the use of the remaining facilitator's funds:
 - 1/ That an ex gratia payment be made to Tracy Anderson for the extraordinary efforts she has put in over the past couple of months to get the coffee cart to a functional stage.
 - There was considerable discussion on this proposal, as the group members are all volunteers who all do a great deal of work on behalf of the community, and it was considered that there was risk of creating a dangerous precedent in paying Tracy.
 - The motion was moved by Marietta and Sue Webster to pay Tracy Anderson \$400. **Approved**
 - 2/ That some of the facilitator funding be used to pay a coordinator for the Koffee Kart, who would organise training, bookings and supplies.
 - Agreed in principle.
 - A job description and EOI to be developed by the sub-committee, and presented to the committee for consideration.

Meeting Closed at 9.30 PM

Next Meeting: **At the Hall 10th January, at 7.00PM**
Proposed by Colin that meetings be changed to the second Thursday of the month

Boolarra Community Development Group: Correspondence
December 2012 Meeting

Ref	To	From	Date	Subject	Comment	Action
201212.01	BCDG	LCC	Nov	Annual report summary		
201212.02	BCDG	Gippsland Water	12-Nov	Request to establish a 3rd party	Approved. Accounts will now come to BCDG for the Men's shed block	
201212.03	BCDG	Gipps TAFE	Nov	Invoice-Barista training		Given to Paul for payment
201212.04	BCDG	LCC	Nov	Dec events		
201212.05	BCDG	VBAF Bushfire	Nov	Monthly newsletter		Dist to committee
201212.06	BCDG	Miles HONDA	30-Oct	Follow up letter re purchase of generatot		
201212.07	BCDG	DHS	14-Dec	Remittance advice-\$1100, Older people program		
201212.08	BCDG	R Northe	Nov	mid term report		
201212.09	BCDG	LCC	3-Dec	Survey re Procurement services	On line survey	
201212.1	BCDG	FRRR	29-Nov	Acquittal report for Men's shed \$30,000	To be completed. Need copy of supporting invoices.	
201212.11	BCDG	R Northe	28-Nov	Arts program for small towns		
201212.12	BCDG	DSE	20-Nov	Community for nature grants		I have distributed to Cathryn and Land Care
201212.13	BCDG	LCC/FRRR	Nov	FRRR grants for resilience and wellness	Info session in Nov, but grants still available	
201212.14	BCDG	Tineke Westwood	13-Nov	5 year celebration of the bushfires. In conjunction with Jeeralang and T/South , Callignee		Distributed to the CRC members.
201212.15	BCDG	Dept of Justice (via LCC)	8-Oct	Legal changes for incorporated associations		
201212.16	Media release	Russell Northe, MLA	23-Nov	Sirens to alert community at pilot locations this summer. Pilot to include Boolarra and Yinnar.		