



MEETING MINUTES
Time: 7.00pm / Lion's Den
20th July 2023

Name of Presiding Officer / Chairperson	Colin Vigar (Chairperson)
Minute Taker	Bev Forgan (Secretary)

PRESENT:

Colin Vigar (CV)	Amanda McCormick (AMcC)	Bev Forgan (BF) Min Taker
Darryl Brooks (DB)	Pat Williamson (PW)	
Carol Carini (CC)	Mandy McPeake (MMcP)	

APOLOGIES:

Neil Warhurst (NW) Vice Chair	Renea Seekamp (invited guest)	
Tracy Wandel (TW) Treasurer		

Quorum Achieved? YES

IN ATTENDANCE (Guest/s)

Name	Organisation / Business

1.0 Meeting open

1.1 Acknowledgment of Country and First Nations People

We acknowledge the traditional owners of the land. We pay our respects to their elders, past present and emerging.

1.2 Welcome and Commencement Meeting

<i>Notes (Chair)</i>	NW and TW away on leave			
<i>Motion</i>	That apologies notified be accepted			
<i>Moved</i>	<i>DB</i>	<i>Seconded</i>	<i>AMcC</i>	<i>CARRIED</i>

1.3 Declaration of Conflict of Interest/s

None Declared

1.4 Confirmation of Previous Minutes

<i>Motion</i>	That the minutes of the Meeting Held on 6 th June 2023 be accepted as a true and accurate record.
<i>Notes</i>	PW requested an amendment i.e.- that Council Follow Up Be removed from the minutes

<i>Moved</i>	<i>AMcC</i>	<i>Seconded</i>	<i>DB</i>	<i>CARRIED</i>
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1.5 Business arising from Previous Minutes

<i>Notes</i>	<i>No Items tabled</i>
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2. Correspondence Report

<i>IN</i>	Kirsty MacGregor has written a request to borrow one of MPA squares for a family re-union Committee Response – Square not to be loaned out. Can only add another location and not bank account.
<i>A.</i>	
<i>Action</i>	BF to advise Kirsty MacGregor MPA unable to loan out the Square
<i>B.</i>	Response from David Hassett re Rules governing the Xmas Pageant ref: OEM3982-23-14/ENQ/1 – RE: IEM9460-2314/ENQ/1
<i>Action</i>	CV, DB & David Hassett to meet
<i>C.</i>	Murray River Study Hub – Jane Shaw Student Advisor from TAFE SA MB Committees' decision to leave this as it is not an action that falls in line with our core duties
<i>D.</i>	Michael Amos – CFS would be happy to attend a meeting to present Bushfire Blitz information Committee suggested it is better that CFS attend and present at the next Welcome to Mannum event.
<i>Action</i>	AMcC to organise for CFS to attend and present at the next WTM Event
<i>E.</i>	Kirsty MacGregor – re making a list of items to share amongst groups e.g., chairs, tables, whiteboards etc Committee has made the decision to leave this. There was an attempt to organise an equipment loan register some years ago – was not successful.
<i>F.</i>	Media Release – Mid Murray Community asked to have their say on Future Council Priorities
<i>G.</i>	Mid Murray Council Meeting Update – from meeting held on Tuesday 20 th June 2023
<i>H.</i>	Email from Michael Cooke – Re Palmer Hot Rod Show – request for assistance
<i>Action</i>	BF to contact Michael Cooke and offer assistance to the newly formed committee



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OUT	10.7.23 Letter sent to Dallas Van Wald MMC – re information and ownership of building in the showgrounds.			
A.				
B.	Email to Ben Scales re- fund raising concept for Mary Ann Reserve			
C.	Follow up emails to Dallas Van Wald and Ben Scales - Responses received re the building ownership in showgrounds.			
D.	<p>Letter to John at IGA re support for the Christmas Pageant / Party</p> <p>CV has been in contact with John Naylor and requested support again for 2023 and also has asked for the latest IGA Logo. The logo is to be used in all forms of advertising for the Christmas Pageant.</p>			
E.	Letter to Mannum Bowling Club – requesting use of their car park for the Christmas Pageant Party			
F.	Email to David Hassett – requesting assistance to put up Christmas Decorations in Main Street in early November			
Motion	<i>That all inward correspondence be received and that outward correspondence be accepted.</i>			
Moved	<i>DB</i>	<i>Seconded</i>	<i>CC</i>	<i>CARRIED</i>

3. Reports

Item - BF	Treasurers Report – BF in the absence of TW			
Notes	BF provided an update of the current financial status – statements provided			
Motion	<i>That the Treasurer's report be accepted as true and correct.</i>			
Moved	<i>BF</i>	<i>Seconded</i>	<i>PW</i>	<i>CARRIED</i>

Item - PW	Grants / Fundraising Report			
Notes	a. PW provided an update on grant for the fit out of the Shipping Container.			

	<p>b. Discussed Fit Out of the Trailer for signs – trailer and signs CV has asked Davant fabrications to do a mock up plan. Will then invite John Simpson and David Hassett for sign off. Meeting to be organised with David Hassett, CV & DB</p> <p>c. Discussion on refurbishment of Mary Ann Reserve – CEO responded with an overview of the scope of work required to remediate Mary Ann Reserve, with indicative costs.</p>
<i>Action</i>	CV & PW to contact Council's Director – Infrastructure and Field Services for further detail on the scope of work or to discuss the project

<i>Item - MMcP</i>	Council Rep Report
MMcP Provided a summary report from the MMC last meeting	

<i>Motion</i>	<i>That the Council Report be accepted</i>			
<i>Moved</i>	<i>MMcP</i>	<i>Seconded</i>	<i>PW</i>	<i>CARRIED</i>

4. New Business

<i>4.1- CV</i>	Restoration of the old shed in the showgrounds Received a response from letter sent to Dallas Van Wald MMC
<i>4.2 - PW</i>	Stream Line Meetings & Procedures PW provided a submission of how she sees meetings could be streamlined.
<i>4.3 - CV</i>	Farmer Darcy – do we book for the Christmas Pageant
<i>Decision</i>	Committee made the decision not to book Farmer Darcy this year. Look at another form of entertainment
<i>4.4 - CV</i>	Council Meeting Overview re: Christmas Pageant
<i>Decision</i>	To be run by a Christmas Pageant sub-Committee made up of the following members: AMcC, CC, PW, CV, DB CV went through list of Action Points and allocated actions to new Sub-committee
<i>Actions</i>	Next Christmas Pageant sub-Committee meeting to be organised by the new members and all minutes to be ratified with the Chair and forwarded to BF. All Christmas Pageant Notes to be moved over to the sub-committee minutes
<i>4.5 - CV</i>	Tiles, Tablets, Walkie Talkies responsibility

<i>Actions</i>	<ul style="list-style-type: none"> ▪ DB will make sure the Walkie Talkies are charged up for any events ▪ BF to add to the asset register ▪ BF to provide one of the two MPA tablets to DB for MPA use
4.6 - CV	<i>BF's workload</i>
<i>Actions</i>	<ul style="list-style-type: none"> ▪ Everyone to pitch in and take on some of the responsibilities ▪ Everyone to write any letters required and forward to BF for attaching to a letterhead and forwarding to the relevant person/s ▪ AMcC will write a short article for the MMAG each month ▪ CC continue with Media relations
4.7 - DB	Sort out the shipping container This will be done once we have all the equipment required to set up the container
4.8 - BF	Email addresses <ul style="list-style-type: none"> ▪ MPA needs to have more professional email addresses in lieu of Gmail. ▪ Gmail will often fall into a person's spam folder. ▪ BF can organise new email addresses at a cost of \$10 per email address e.g. secretary@mannumprogress.com.au etc
<i>Action</i>	Committee agreed to new emails being set up. BF to organise
4.9 - BF	Membership payments BF provided an update of payments made
4.10 - BF	New Laptops (Treasurer) BF having issues with moving Cashflow over to the new laptop. Has spoken to Murray Computers who can assist with the transfer at a cost of \$90
<i>Action</i>	BF to take old and new laptop to Murray Computers on Monday 24/7/23
4.11 - CV	Illuminate Adelaide coming to Mannum 4 th – 13 th August 6pm to 10pm Main street of Mannum
<i>Action</i>	CV & DB to walk the main street to promote Illuminate Adelaide with all the businesses.

5. Membership Applications to join MPA

<i>Item - BF</i>	<p><i>Requests submitted to the committee for new membership to MPA</i></p> <ol style="list-style-type: none"> 1. Mount Pleasant Butcher 2. River Gemz – Harri Maenpaa 3. Picklemees Grandma Café – Teresa Dawson
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	4. Mannum Community Church – Colin Nieass 5. Michael Janz (Non Business Member)			
<i>Decisions</i>	Applications approved			
<i>Actions</i>	BF to notify new members of the committee decision			
<i>Motion</i>	That the new membership applications to join MPA be accepted			
<i>Moved</i>	<i>DB</i>	<i>Seconded</i>	<i>CC</i>	<i>Carried</i>

5.1 Committee Membership Application

<i>Item - BF</i>	<i>Submission received to take up a vacant position on the MPA Committee</i> Tracey Phyland (Looove Cheese) – application form and responses to questions read out to the committee.			
<i>Decision</i>	Committee Approved application			
<i>Motion</i>	That the new membership application for committee membership be accepted			
<i>Moved</i>	<i>DB</i>	<i>Seconded</i>	<i>CC</i>	<i>Carried</i>

6. Work Health and Safety

<i>Items</i>	<i>No Items to report</i>
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7. Strategic Plan

<i>Item – PW</i>	PW stated that the last strategic plan was not on target for the MPA. focus for MPA was not addressed following MPA's original plan for the future.
<i>Decisions</i>	Committee agreed that a new plan needs to be put in place and to shelve the previous one.
<i>Actions</i>	CV to organise a date and time for a new discussion and plan to be put together



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8.0 Next Meeting - 17th August 2023

9.0 Meeting Closed: 9.32pm

A handwritten signature in black ink, appearing to read 'Colin Vigar', is written over the page.

Name: Colin Vigar - Chairperson

Date: 17/08/2023