



MEETING MINUTES
Time: 7.00pm / Lion's Den
17TH AUGUST 2023

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

1. PRESENT:

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

2. APOLOGIES:

Neil Warhurst (NW) Vice Chair		
Tracy Wandel (TW) Treasurer		

Quorum Achieved? YES

3. IN ATTENDANCE (Guest/s)

Name	Organisation / Business
NA	

4. Meeting open

4.1 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.

4.2 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>CV</i>	<i>Seconded</i>	<i>DB</i>	<i>CARRIED</i>

4.3 Declaration of Conflict of Interest/s

None Declared

4.4 Confirmation of Previous Minutes

<i>Motion</i>	That the minutes of the Meeting Held on 20 th July 2023 be accepted as a true and accurate record.
<i>Notes</i>	Amend the name of the new member – Mount Pleasant to include Christian Name – and Surname (Jamie Hyland) – adjust final minutes and to be initialled by CV

<i>Moved</i>	<i>PW</i>	<i>Seconded</i>	<i>AMcC</i>	<i>CARRIED</i>
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4.5 Business arising from Previous Minutes

<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. PW to come up with a questionnaire with a few questions – all members to send back the answers to BF who will collate and send back to members to see if they are ok with the ideas. Reference Item 11.

5. Correspondence Report IN & OUT

<i>IN</i>	Use both signage businesses – Chooks Custom Graffix & Adelaide Hills Colour Printing
<i>Action</i>	CV - Use both Printing companies and do comparison on how long the new signs last in the weather made by Adelaide Hills
<i>IN</i>	Letter from Tim Clemow – Lions CV - Responded to letter
<i>Action</i>	BF to send email to Tim Clemow
<i>IN</i>	Lions request to use 2 bins in the main street free of charge
<i>Action</i>	Committee agreed to request
<i>IN</i>	Lights of Lobethal – struggling – only 3 on the committee They raised \$80K from supporters in Lobethal
<i>Action</i>	They want to meet with members of our committee.
<i>OUT</i>	
<i>Motion</i>	<i>That all inward correspondence be received, and that outward correspondence be</i>



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	<i>accepted.</i>			
<i>Moved</i>	<i>CV</i>	<i>Seconded</i>	<i>TP</i>	<i>CARRIED</i>

6. Reports

<i>6.1 Item - CV</i>	<i>Chairperson's Report</i>			
<i>Notes</i>	<ul style="list-style-type: none"> — Attended Sedan markets met Kay the coordinator and offered an invitation of their stalls to Xmas Pageant, one member has responded sent info to Pat. — Went to Mt Barker with DB met with John Harrison he agreed to become sponsor for truck show moving forward agreed to meet later to form committee. — Also met with Paul Langham from Colour Print Bureau to get costing on event signs, will trial Xmas pageant signs. — Visited with DB, Moore's trucking and Elders Murray Bridge thanked and secured sponsorship for next year's T & Ute. Elders had idea of corporate sponsors tent for show. — 3/7/23 had meeting with Pat, Dave Hassett and Jake McVicar acting CEO. Agreed to support council with Grants to fix northern end of reserve Bowling Club to Boat Ramp 1- \$5000 grant for seating by playground 2- \$25000 for solar lighting in reserve and later another grant for lawn once irrigation is put in. — locked in Xmas dec hanging first week of November NOTE we need to put plastic coating around chain, so it doesn't mark light poles. — 4/7/23 Went to opening of Illuminate lights on behalf of Progress met with PW, BF, CC, DB and Tony Pasin took photo in front of container for PR. Also had meeting with Dave Hartley, Mayor and tourist manager Zoe Bettison discussed briefly Mannum in Motion and truck show. — Met with John Harrison and Mark Hansen re proposal of event manager for T&U to run, website, entries and PR for show would supply computer and mobile phone pre-paid. Mark is going to contact university and get them involved will update late August. — Meeting with Bowling club to use carpark for Xmas games unfortunately can't use, organised Pretoria lawn for children's games. — 9/8 met with BF, CC, DB at Palmer hotel spoke to Jade to support hot rod show. 			
<i>Motion</i>	<i>That the Chairpersons report be accepted.</i>			
<i>Moved</i>	<i>CV</i>	<i>Seconded</i>	<i>TP</i>	<i>CARRIED</i>



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

6.3 Item - PW	Grants / Fundraising Report			
Notes	<p>Report for MPA Meeting – August 2023 GRANTS & EVENTS</p> <ol style="list-style-type: none"> 1. Colin Vigar & Pat Williamson attended a meeting with Mid Murray Council (David Hassett & Jake McVicar) on Thursday 3rd August which was very positive. 2. MMC agreed to support MPA as much as possible with obtaining grants to restore Mary Ann Reserve. 3. MPA is to lodge grant applications with RAA (Closes 13th August) and FRRR (Closes 31st August) 4. Mannum Lions's Club agreed to support MPA with their applications and have subsequently supplied a letter of support. 5. It was agreed with MMC to request funding from RAA for seating in Mary Ann Reserve to the value of \$5,000. 6. It was agreed with MMC to request funding from FRRR for 5 solar lights for Mary Ann Reserve to the value of \$25,000. 7. MMC have forwarded documentation to assist in writing the requests for funding and are very supportive. <p>P A Williamson Event & Grants Co-ordinator 12th August 2023</p>			
Action	PW Lodged a grant with the RAA to add some seating on Mary Ann Reserve. Was not able to print off a copy of the application – copies are not normally supplied with the application. Received an answer from the RRA re obtaining a copy of application, they will see what they can do. Nothing received at this stage.			

6.4 Item - CC	Christmas Pageant – Sub Committee Report			
Notes	CC provided an update of the Christmas Pageant Preparations A lot of good feedback from the community			
Action TP & PW	Johns Lyng Group for sponsorship – Flood Recovery			
Motion	<i>That the Christmas Pageant Sub Committee report be accepted as true and correct.</i>			
Moved	CC	Seconded	DB	CARRIED

6.5 Item - MMcP	Council Rep Report			
MMcP Provided a summary report from the MMC				

Motion	<i>That the Council Report be accepted July report accepted</i>			
Moved	MMcP	Seconded	DB	CARRIED

7. New Business

7.1 Matters for Decision	Motions: - CV			
Motion 1	That any correspondence from committee members must be sent to the Vice Chair, or chairperson for sign off before sending on to the Secretary			
Moved	CV	Seconded	DB	CARRIED
Motion 2	That the committee agrees to sign off reimbursement for the printing costs for any person associated with projects for Mannum Progress			
Moved	CV	Seconded	TP	CARRIED

Motion 3	That the committee agrees that Carol Carini be provided with a budget of \$2000 for the Christmas Pageant. All invoices to be sent to the Treasurer			
<i>Moved</i>	CV	Seconded	PW	CARRIED
7.1 Matters for Decision	Motions: - PW			
Motion 4	That Mannum Progress Association Inc purchases two mobile telephones, the numbers of which are to be used for all social media advertising.			
Notes	Not to use personal numbers on social media. Have a specific number to MPA only. Look at purchasing x 2 mobiles. Action: BF to purchase the phones and data			
<i>Moved</i>	PW	Seconded	CC	CARRIED
Motion 5	That the Mannum Progress mobile telephone be held by Carol Carini leading up to and during the Christmas Pageant. – removed			
Notes				
<i>Moved</i>		Seconded		CARRIED
Motion 6	That Mannum Progress Association Inc agrees to pay an honorarium annually to the Secretary for services provided in a sum to be agreed by the committee.			
Notes	Provide an honorarium \$500 each year – including CPI increase. To be reviewed annually at the end of the Fin Year 30.6.24			
<i>Moved</i>	PW	Seconded	DB	CARRIED
Motion 7	That Mannum Progress Association Inc agrees to pay an honorarium in a sum to be agreed annually for Social Media services provided.			
Notes	Provide an honorarium of \$1000 negotiable – including CPI each year. To be reviewed annually 30.6.24			
<i>Moved</i>	PW	Seconded	AMcC	CARRIED
Motion 8	That Mannum Progress Association Inc agrees to pay an agreed rate for use of private vehicles on MPA business as determined by the Committee on an			



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	annual basis.			
	32c per Klm reimbursement – given to the person using their personal vehicles. Log Books to be provided and used when on MPA business			
Action	DB to purchase 2 Log Books.			
<i>Moved</i>	<i>PW</i>	<i>Seconded</i>	<i>TP</i>	<i>CARRIED</i>

7.2.1	Matters for discussion - MMcP			
Notes	Email from Mandy McPeake – community member suggested having an opera and classical music on the river event, with a stage on a boat. MMcP thought that this is a good idea for the Mannum In Motion Festival Event.			
Actions	Committee agreed that this is a great idea. Currently festival deferred until Mary Ann Reserve ready for use in 2025 – Long weekend in March.			
Outcome	Leave Mannum In Motion on the Agenda			

7.2.2	Matters for discussion - BF			
Notes	Australia Post CC for other members of the committee			
Actions	To be reviewed at a later date.			
Outcome	No action required at this stage			

7.2.3	Matters for Discussion - BF			
Notes	Square Invoices – can be used for sending out any invoices			
Outcome	Treasurer has a new laptop – all invoices to be issued via Treasurer from now on BF to gather more information re Square Invoices and update at next Committee Meeting – decision to be made once all information gathered and			



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	committee agrees.			
<i>Moved</i>	<i>DB</i>	<i>Seconded</i>	<i>TP</i>	<i>CARRIED</i>

7.3	Matters for Noting - CV
1	PW to follow up waiver for Christmas Floats
Actions	Attached to PW report – sending to the Insurance company waiting for a quote
2	Mark & Kat from the Truck Factory re Christmas Pageant display
Actions	DB to contact Mark & Kat from the Truck Factory re Christmas Pageant
3	PW to have event and road closure form for pageant to council by 30 th August
Actions	PW has assured will have in by the 30 th
4	CV & DB to fix the chains on the Christmas Decorations
Actions	Organised for Dave Hassett to put up before the Adelaide Christmas Pageant.
5	Devant Fabrications will not do signage trailer. DB has organised for John Harrison to Build
Actions	DB to follow up with John Harrison
6	Do we want to have a NYE fireworks display?
Actions	AMcC to put an article together for the MMAG – survey to the community. Send the draft copy to CV and AMCC Is there a preference on NYE or pageant night
7	AGM Date – 19 th October Start: 6.00pm for a meal AGM: 7.00pm



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	<p>Invite 3 new businesses to talk for 5 mins each River Gemz, Rustic Café & Retro Catering, Looove Cheese</p> <p>Action: BF to contact Lions Club to see if they will cater and if venue available</p>
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8. New Committee Membership Applications

<i>Item</i>	No Applications		
<i>Decisions</i>	NA		
<i>Actions</i>	NA		
<i>Motion</i>	That the new membership applications to join MPA be accepted		
<i>Moved</i>		<i>Seconded</i>	<i>Carried</i>

9. New Membership Applications to join MPA

<i>Item - BF</i>	No Applications		
<i>Decision</i>	NA		
<i>Motion</i>	That the new membership application for committee membership be accepted		
<i>Moved</i>		<i>Seconded</i>	<i>Carried</i>

10. Work Health and Safety

<i>Items</i>	<i>No Items to report</i>
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11. Strategic Matters

<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. Reference Item 4.5
<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

12. Other Business

<i>Item</i>	Christmas Lights and Santa Trail
<i>Notes</i>	<p>Mannum Mag Article SANTA TRAIL AND CHRISTMAS LIGHTS COMPETITION - 2023!</p> <p>Illuminate Adelaide "River Lights" in Mannum has reminded us all of the smiles some colourful lights can bring! Let's follow the lead of this brilliant event, as best we can with our own displays. Mannum Progress Association (MPA) are pleased to again support the Santa Trail & Christmas Lights competition, running from December 1st to mid-January 2024.</p> <p>*** SANTA TRAIL - create your silly Santa to be on display in your front yard for all to see. He sure got up to some silly stuff last year, what might he do this time around?! ***</p> <p>*** CHRISTMAS LIGHTS - spread the seasons cheer by lighting up your homes and businesses ***</p> <p>Prizes will be awarded for the best Santa & lights displays for residential & business.</p> <p>To share the joy and fun, please fill in the consent form in this edition & return it to 52 Sickerdick Street, Mannum or send a photograph of the completed consent form to mandymcp@hotmail.com by <u>1st November 2023</u>.</p> <p>Mandy kindly launched this event locally last year and it was just fantastic to see lots of people get involved. At Christmas time many of you want to know where to take the family to see Christmas displays in Mannum. We would be</p>

absolutely thrilled to include as many of your locations on our map as possible. This will be made available just prior to 1st December via multiple outlets - including Mannum Progress Association Facebook page and the Mannum Information Centre. Let's all light up Mannum for Christmas 2023 as much as possible!

Any questions please call Mandy on 0481 776 594. Thanks to Mandy from MPA - Amanda McCormick.

2023 Mannum Santa Trail & Christmas Lights Consent Form for Participants
(All images from the 2022 Mannum Santa Trail)



This activity has the support of the Mannum Progress Association. Thank you for offering to join Mannum's Santa Trail and Christmas Lights, which is a fun activity for the family, especially for the children. How will it work? Fill in this form and return it to 52 Sickerdick Street, Mannum or you can print, sign, and send in a photograph of your completed form to mandymcp@hotmail.com **no later than 1st November 2023.**

Santa and/or lights need to be visible from the street and on display from 1st December 2023 to mid-January 2024.

Consent

I (print name)

Of (print address)

Contact details: (phone or email)

want to participate in (tick if you are participating in one or both):

1. The Santa Trail 2. The Christmas Lights Competition

Mannum Progress will give a prize for the best lights display in a Mannum garden and for the best lights display by a Mannum business.

Note: Participants' names, emails and phone numbers will NOT be published



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	<p>I consent to (please tick each box to give consent, insert a cross to deny consent)</p> <p>1. <input type="checkbox"/> Photos being taken by the organisers</p> <p>2. <input type="checkbox"/> The photos used to promote the event on social media and in local papers.</p> <p>3. <input type="checkbox"/> My address being published as a participant location, in the Mannum Mag, local Facebook Groups, Posters and/or maps promoting the event.</p> <p>Declaration: I am the owner of the property listed at the above address, or I have the consent of the owner to participate in the Santa Trail & Christmas Lights. Signed Date.....</p> <p style="text-align: center;">Please ensure that your Santa is secured tightly for Safety Purposes – to prevent any injuries Any questions please call Mandy on 0481 776 594</p>
<i>Decisions</i>	Add the details into the MMAG – online entry form would work well
<i>Actions</i>	BF to create an online form on the MPA website

<i>Item</i>	Truck & Ute show
<i>Notes</i>	<p>Can get the University of Adel to action. Need a job spec for the role. Or a Project Thesis – honorarium to be paid Mannum Progress needs to make money at the end of the show to give back to the community. e.g., \$20K</p>
<i>Decisions</i>	<p>Mike Hansen will get his son to action (Adelaide University) Sub Committee: -</p> <ul style="list-style-type: none"> • Tracey Phyland • John Harrison • Mike Hansen • Lucas



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	<ul style="list-style-type: none"> Brett Waterman (Community Club)
<i>Actions</i>	DB to oversee the T&U show (Event Coordinator) DB to have a meeting in the next few weeks

<i>Item</i>	New signature for emails
<i>Notes</i>	CC to send the new logo to BF and add to emails
<i>Decisions</i>	All agreed ok to use
<i>Actions</i>	BF to organise the set up

<i>Item</i>	Old Shed in the Showgrounds
<i>Notes</i>	PW would like a look in the Showground newly renovated room. Looking at taking over the lease from Showground Committee
<i>Decisions</i>	All agreed that PW needs to look at the newly renovated room
<i>Actions</i>	PW & AMcC to organise a time

<i>Motion - DB</i>	That the acknowledgement from meeting agenda be removed			
<i>Notes</i>	So that the group remains nonpolitical. Committee voted 6 to 1			
<i>Moved</i>	DB	Seconded	TP	CARRIED

13. Next Meeting – 21st September 2023

14. Meeting Closed: 9.00 pm

Name: Colin Vigar - Chairperson

Date: 21/09/2023