



Point Samson Community Association

MINUTES

Wednesday 20th May 2020 6:30 PM

Attendees:

Peter Baird	Treasurer	Haley Massara	Committee
Mark Tate	Secretary	Lyndal James	Committee
Linda Tate	Committee	Rob Collins	Committee
Simo Thorley	Committee	Taryn Higgins	Guest
Sara McGregor	Committee	Kirsten Bouzaid	Guest
Haylee Ramsay	Committee		

Apologies:

Greg Scheffler, Ian Worthington

Opening/Welcome: Peter Baird – Treasurer

Meeting opened at 6.30pm

1. Acceptance of previous minutes:

Moved: Rob Collins

Seconded: Peter Baird

2. Treasurers Report:

- MYOB finally sorted and access enabled.
- \$13,400 Received from CofK 2018-2019 & 2019-2020 LoS Gardens
- 90% Reconciled, last reconciliation was October 2019, with minimal transactions since. PB to complete by AGM.
- BAS was being done by RSM, but as they are no longer local need to resolve/find another. PB to follow-up.

Moved _____ Seconded: _____

3. Update on the PSCA/CofK Action list alignment

- Kirsten and Taryn attended to explain the meeting that was held with the CofK on Thursday the 14th May to consolidate the PSCA Action List with the CofK Action list, as there were various discrepancies.
- Taryn mentioned she had removed some items that were resident items.
- PB explained the key items of alignment/discussion.
 - Fishing Platform Jetty – Going to Council Meeting for Initial Design review approval - \$450K. Updated to say it has been passed.
 - Foreshore fencing – previously we had been told it wasn't going to happen and wasn't needed, yet a contractor has been given a PO to rectify SOME sections. CofK acknowledged that some communications had not been correct and will work on improving it.
 - PSCA asked the CofK for the maintenance schedules e.g. cleaning the Lookout etc. CofK has issued the list with a copy sent by the Secretary to all committee members.
 - PSCA asked about touching up the Mural. CofK explained that they had a MAJOR refurbishment happening in 2021 (was deferred after TC Damien) that could further damage the mural, so they wanted to do it all at once. They acknowledge that we can touch it up if we wanted to, but can't guarantee that the refurbishment doesn't damage it. It was noted that the communications or reason we weren't allowed to touch it up was incorrect or more importantly not communicated clearly.
- Taryn and Kirsten have reviewed the "Combined list", which now lives with the CofK, and added some specific items to ensure its accurate and up to date.
- Taryn asked if MT had sent the "Entry Statement" email to the CofK. MT, said no, thought Taryn was sending it direct. MT to send to CofK.
- Kirsten and Taryn departed the meeting.
- Rob C asked who was going to be the champion for the CofK items, as they need to be championed and CofK held responsible. Suggestion was made for the Action list to be updated prior to our meetings OR as updates are available. Secretary to get updates and distribute PRIOR to meetings. Halee R is willing to look after this.
- Hayley M suggested adding the CofK priority and timeline to each Action list item as to allow us have an understanding of CofK priorities and to focus on current matters. Secretary to send request through o CofK along with Taryn & Kirsten's updated Action List.
- Discussion also occurred about what should be on the Acton List and it was agreed that 1st reporting should be via the reporter app and important community items via the PSCA or items that aren't getting addressed by the CofK.



- The committee agreed that the Combined Action list is to be distributed to all committee members once the CofK have agreed to the changes.

4. PSCA Future - Open discussion

- PSCA Hall
 - Discussion occurred about the hall and its value to the community, including the costs associated with hall maintenance.
 - MT mentioned that we need to factor in maintenance \$ on the hall when doing activities/events, as there seems to not have been any money put aside in the past. MT & PB to put together a Hall maintenance plan/budget so that we know what we're up for.
 - The DRAFT Lease has been received from the CofK but is a LAND & PREMISES lease, but should be land only.
 - MT explained the Initial lease (Shire of Roebourne) and the inclusion of the SINKING FUND in the CofK Lease.
 - MT has made notes on the DRAFT lease for review by others, before submitting back to the CofK. Rob C to review.
 - MT explained that the LGIS have a community insurance sections that have cheaper insurance for community groups. MT to obtain a quote for comparison.
 - The committee voted on keeping the Hall as part of the PSCA. **9 for 0 against.**
 - Discussion also occurred on the maintenance required to get the hall back up to good condition e.g. sand blasted exterior from TC Damien and that perhaps we can get a grant or the community to assist in repainting.
- Funding/Fundraising
 - Discussion on grants and the NEW CofK Grants process. Haley M mentioned that the last Grants writing sessions never eventuated. CofK have committed to run sessions, so we need to follow-up and book one that fits us. Haley K to follow-up with Kate James (CofK)
 - Suggestion were;
 - Hall Repairs – Painting, Exterior and interior
 - Hall items - Chairs, Tables (Haley M to submit grant for this)
 - Kitchen upgrade/refurbishment
 - TV Cabinet and AV switches, AV Instructional Document
 - Covid Grant – Claimable for losses caused by Covid. Simo to look into this.
 - Community activities
 - Not much to be organised until Covid rules change.
 - Fishing comp to be run in September School holidays – date to be confirmed.
 - Suggestions on what could be held, includes; Sand Castle Competition, Port and Potato night, Oyster Shucker, Bingo nights (work in with Caravan Parks)
 - Committee Structure
 - Greg (VP) has decided to step down.
 - Need a new President and VP.
 - PB discussed a way going forward where we only spend time on key bits/items from the CofK, and focus more on community activities and MAJOR developments.
 - Halee R mentioned she'd like to do a bit more on the committee, but will need a hand learning.
- Level of Service – Gardening
 - LoS received from the CofK.
 - \$6000 PA. Have received 201-2019 and 2019-2020 moneys.
 - Items in the LoS need clarity/review
 - LJ, PB, HR and MT to meet at hall on Sat 23rd, 12 Noon, to walk the LoS agreement.

5. Other

- Hall Cleaning – Covid. LT asked if we should charging more to clean the hall after bookings, as it now needs to meet Covid cleaning standards, which also requires other chemicals. LT said she normally spends about ½ an hour to an hour cleaning the hall and even with the new Covid cleaning process, it shouldn't take much longer. Committee agreed to leave the cleaning costs as they are. MT to get Covid cleaning chemicals donated.
- New Fire Building. It was asked if we should start putting together feedback/comments on the NEW fire Building. Consensus was that it should wait until CofK consultation commences.

6. Next Meeting: 18th June 2020

7. Meeting Closed: 8:20 PM