



Minutes of meeting
Held in the Edithburgh Institute
On 12 July 2022

Subject to Confirmation

PRESENT: Natasha Giles, Annabel Latham, Keryn Dawes, Michael O'Connell, Terry Wendelborn, Michael Trainer, Stan Szczypiorski (Chair) Jen Dinham (Minute Taker)

MEETING OPENED 7.28

1. WELCOME

2. APOLOGIES

3. VISITORS

4. CONFLICT OF INTEREST

The Chairperson reminded all members of their requirement to disclose any conflict of interest and provide accurate details of the relevant interest to the Committee prior to consideration of that item on the Agenda

5. PUBLIC GALLERY

6. CONFIDENTIAL ITEMS. 1 Confidential Item

7. CONFIRMATION OF MINUTES

Moved: M.Trainer

Seconded: K.Dawes

#61(12/07/2022)

That the minutes of the Edithburgh Progress Association meeting held on 14 June 2022, as circulated, be taken as read and confirmed as a true record.

Carried



8. MATTERS ARISING

- 8.1. Meeting with Sporting Club – only response so far is that Jack is trying to coordinate with sporting club members and will get back to us
- 8.2. Advised Art Group of \$3000 establishment Fund
- 8.3. Asked Joan Bannon to join Progress Committee and be a rep for the Arts Group and the Market committee – she has said that she is interested but can't attend this meeting.
- 8.4. BBQ Cleaning – Tash has kindly volunteered to take this task over, still needs cleaning gear.
Action: Stan and Mick will ensure that cleaning supplies will be left at Tash's place
- 8.5. Review of Action List

9. Reports**9.1. Caravan Park Working Group Report****CPWP Meeting Report July 2022****1. Tagging and Testing**

Currently ensuring compliance with a cord entry to the van. Next year we plan to have Tagging and Testing done when the power heads tested at no extra cost to the Principal Occupant.

Motion: That future Tagging and Testing of power cords from the power head to the caravan be completed annually at no cost to the Principal Occupant.

Moved: M.O'Connell**Seconded: A.Latham****#62(12/07/2022)**

That the future Tagging and Testing of power cords from the power head to the caravan be completed annually at no cost to the Principal Occupant.

Carried**2. End-of-year BBQ and Walk-a-Round**

Sunday December 4 at 12 noon with Walk-a-Round at 11.00am

3. PIN entry

Given the success with removing 10000 of 10500 existing PIN codes we intend to improve the PIN code system to ensure we know who is in the park. Each code to be active for designated time. ASL's to get a new code each visit.

4. SA Parks Conference

Sonya and Shane attending.



5. Caravan Park expansion
Nothing will happen until the Council Recreational Vehicle Strategy comes out in coming months.
6. VW Caddy
The newer Caddy is now fixed and should be fine provided it gets a weekly longer run.
7. Northern Amenities
Suggestion that we cost replacing the existing individual ensuite amenities with similar.
Larger unit for disabled and parent room
Covers the gender-neutral issue.
8. CPWP Chairperson
CEO SAParks suggested we have an identified main contact from CPWP for park managers.
Use to have Jo Forbes doing our books and in a 'Business Manager' role
CPWP picked up Business Manager role
Suggesting to have a CPWP Chair – Mick acting as chair informally but need to have someone designated in the role

Moved: K.Dawes

Seconded: M.Trainer

#63(12/07/2022) That the CPWP has an appointed chair.

Carried

Moved:K.Dawes

Seconded: M.Trainer

#64(12/07/2022) That Michael O'Connell be appointed as Chair of the CPWP.

Carried

9. BleuSpace Photography
Liz Daniels spent many hours taking photos of the park and surrounds and used them as part of the work setting up our park website. We need to use the same photos for our online booking sites.
Licence to use photos Liz Daniels has taken is \$500.

Declared Conflict of interest with Stan and he left the room for the discussion and the vote

Motion: That Progress purchase the rights to park photos taken by BleuSpace Photography for \$500. That this is a one off purchase and any conflict of interest in future should have multiple

Moved: M.O'Connell Seconded: K.Dawes

#65(12/07/2022) That the photographs taken for the web site by BleuSpace Photography be purchased for additional use online and any conflict of interest purchase in the future should have multiple quotes obtained.

Carried

MT query - occupancy going down but price going up

MO - answered that in the past, the Caravan park were offering a lot of special deals that made it possible for people to get multiple deals on stays, sometimes costing us for them to stay. Got rid of many of those deals and made it so that one deal per stay means the cost per stay is increasing



while occupancy is going down

9.2. **Progress Financial Report**

The finance report was distributed to all members prior to the meeting and accepted by members pending a number of queries being sent through to Finance for clarification.

Moved: S.Szczypiorski Seconded: K.Dawes

#66(12/07/2022) That the Progress Association no longer publish the financial report on-line, and that all financial details be made available at the AGM as per the Constitution.

Carried

9.3. **Day at the Burgh**

updated budget please, should show 2 x \$5k from Progress and 2 x AGL money, make sure that the Progress budget is in line with the datb budget

9.4. **Cooee**

suggest there be a donation button on the online cooee to allow regular online readers to donate

Moved: A.Latham

Seconded: N.Giles

#67(12/07/2022) That there be an option to donate to the costs of the Cooee on the website.

Carried

9.5. **Markets**

very successful market held on Sunday

9.6. **Events Committee**

nothing in the planning at this stage

9.7. **Edithburgh Museum Report**

AGM next week Tues 7pm, purchased 2nd 20ft container, has been set up, still looking at creating more under cover area, moved jetty truck to Ardrossan Mens shed who have volunteered to assist, getting jetty timbers to use in the repair from Pt Vic, have it ready for the 150th, \$10K set aside from Progress and looking to come in on price

9.8. **Tidal Pool**

Still looking good for having the swimming enclosure in the water for the October long weekend. Stephen Goldsworthy has taken this on for Council and Progress members are



liaising with him.

9.9. **Edinburgh Environment and Garden Committee**

new planting in Edith St and more planned in preparation for Day at the Burg, additional hoses and connections for the foreshore planned

9.10. **Councillor's Report**

10. Correspondence

10.1. **Correspondence In**

10.2. **Correspondence Out**

Moved: N.Giles

Seconded: K.Dawes

#68(12/07/2022) That the correspondence in and out as tabled be accepted.

Carried

11. General Business

11.1. **Purchased additional marquees**

still need additional marquees for Day at the Burgh and other town events

Moved: M.O'Connell

Seconded: M.Trainer

#69(12/07/2022) That the Progress Association purchase 4 Marquees and sandbags.

Carried

11.2. **AGM date – Finance have said that a September AGM would better suit them as they will have more time to get the financials together**

Suggest end of August for AGM if that would suit finance

email nomination forms based on 1 year terms and 2 year terms

11.3. **SS - Financial info in the minutes - the only reference to the financials in the constitution are that they be available at the AGM. Other associations don't include financials on a monthly basis. motion to remove financials from minutes on a monthly basis, everything available at the AGM, keep in the epa minutes but remove from the web**

Moved: A.Latham

Seconded: T.Wendelborn



#70(12/07/2022) That the Progress Association no longer publish the financial report in the Cooee but that all financial details are available at the AGM.

Carried

11.4. NG – Volunteers – suggest signing up volunteer for 15 hours per week on the Govt scheme allowing older Job Seekers to do Volunteer work instead of looking for a job. Implementing this as a 3 month trial initially.

Michael willing to supervise and sign for the volunteer

Action: Tash will setup the paper work and JD will update the contact details on the website

JD to send out email to the sub committees and get them to tell Michael of assistance needed

Moved: N.Giles

Seconded: M.Trainer

#71(12/07/2022) That the Progress Association can support working volunteers for the Govt Job Seeker Scheme.

Carried

11.5. Arts Group – Printing assistance using the copier for labels, catalogues and flyers

As Progress has supported the Arts Group with a grant of \$3 it is thought that they can use the copier under the same conditions as other users, that is pay per copy. The usage should be recorded in the book in the copier room. 3 month trial to see what usage they have.

Moved: M.O'Connell

Seconded: K.Dawes

#72(12/07/2022) That the Progress Association are happy to support the Arts Group with the use of the copier at the same conditions as other users.

Carried

11.6. 180Degrees – presentation and report and discuss if we want them to go ahead with the costings of projects as originally contracted.

Action: everyone to email JD with an idea that they would like to see go ahead and have costings for

11.7. Grant solutions – successful grant rate they will take a range 5 – 12.5 per cent

11.8. KD – Telstra reps are coming to Edithburgh to discuss town communication issues with mobile and internet and then going on to speak with the Mayor and then to Kadina. Town



meeting is on Monday at Yorketown Progress, weaner's flat at 4pm

Action: email the invitation to epa and put on facebook

11.9. MT - OH & S Lighting

there was a fall after the last meeting due to poor lighting, suggest the issue be bought up with the institute committee

Action: Keryn to take the issue to the Institute Committee

11.10. MT – Finance (Banking) – changes to internet banking with bank SA, might affect Progress but finance will deal with this if and when it arises

11.11. Cooee Money Stolen from Deli and Post Office

Action: email to Nathan requesting he look into the issue

11.12. Guitar festival wanting 2 volunteers at each event to collect surveys \$500 donation
Tash will check and let me know

11.13. Budget for the next 12 months – finance committee Stan, Mick, finance and park managers

Action: Finance committee to liaise with finance

11.14. MT - Terry Austin suggesting bulk insurance for sporting clubs but as we use local community insurance

11.15. Request Sue to visit and answer questions from the committee re explanations the budget details

MEETING CLOSED

10.20

By Who Chair

DATE OF NEXT MEETING – Aug 9th

