



Minutes of meeting
Held in the Edithburgh Institute
On 13 September 2022

Subject to Confirmation

PRESENT: Keryn Dawes, Lesley Tilbrook, Annabel Latham, Natasha Giles, Shirley Thompson, Joan Bannon, Michael O'Connell, Michael Trainer, Stan Szczypiorski (Chair), Jen Dinham (Minute Taker)

MEETING OPENED 7.30pm

1. WELCOME

2. Elections

Vote to waive the 3 month waiting period for Nomination to the Committee for Shirley Thompson, Joan Bannon and Lesley Tilbrook

Moved: K.Dawes

Seconded: M.O'Connell

#1(13/09/2022)

That 3 month waiting period for Progress Committee Nomination be waived for the new applicants as named above.

Carried

Current Committee Members: Stan Szczypiorski, Mick O'Connell, Keryn Dawes

New committee members for 2 year term: Tash Giles, Annabel Latham, Michael Trainer, Terry Wendelborn, Shirley Thompson

New committee members for 1 year term: Joan Bannon, Lesley Tilbrook

Moved: K.Dawes

Seconded: M.O'Connell

#2(13/09/2022)

That Progress members Tash Giles, Annabel Latham, Michael Trainer, Terry Wendelborn, Shirley Thompson, Joan Bannon and Lesley Tilbrook be accepted as Committee members.

Carried



Chair election: KD nominated S.Szczypiorski
Stan accepted

Moved: K.Dawes

Seconded: M.O'Connell

#3(13/09/2022)

That Stan Szczypiorski be Chair of Edithburgh Progress for the next 12 months.

Carried

Vice Chair election:

Stan nominated Mick O'Connell for Vice Chair, Mick Accepted and Keryn seconded

Tash nominated Lesley Tilbrook for Vice Chair, Lesley Accepted and Annabel seconded

Voting with a show of hands was a tie between the two candidates with Joan and Michael abstaining as they felt they didn't know either candidate well enough to vote. Stan suggested further investigation to see if Mick being a Yorke Peninsula Councillor will effect his place on Progress and there will be another vote at the next meeting.

3. APOLOGIES

Terry Wendelborn

4. VISITORS

Bill Giles

5. 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

6. PUBLIC GALLERY

7. CONFIDENTIAL ITEMS.

One

8. CONFIRMATION OF MINUTES

CONFIRMATION OF MINUTES OF MEETING HELD 9 August 2022

Moved: J.Bannon

Seconded: K.Dawes

#4(13/09/2022)

That the minutes of the Edithburgh Progress Association meeting held on 9 August 2022, as circulated, (with alterations as noted) be taken as read and confirmed as a true record.

Carried

9. MATTERS ARISING

9.1. Tyro eftpos machine – as there are no monthly rental fees on the device, it was



recommended to go ahead with organising this account.

Action: JD to arrange a TYRO device

Moved: K.Dawes

Seconded: M.O'Connell

#5(13/09/2022) That the Edithburgh Progress Association should have a TYRO EFTPOS device.

Carried

9.2. K.Dawes – motion to waive the Progress membership fees for 22/23

Moved: K.Dawes

Seconded: M.Trainer

#6(13/09/2022) That the Edithburgh Progress Association membership fees be waived for the 22/23 period.

Carried

9.3. Finance discussion from last month – there was a query on why wages seemed high for managers on certain months, Sue Hancock has checked and those months had extra fortnight payments due to the way the months are on the calendar.

The cleaning bill was high for March and needs to be looked at

Action: Stan to check with Finance

9.4. Review of Action List

10. REPORTS

10.1. **Caravan Park Working Group Report – M.O'Connell, S.Szczypiorski, N.Giles**

CPWP Meeting Report September 2022

1. Tagging and Testing
The two ASL who did not comply received letters and have since become compliant.
2. Caravan Park expansion
Written to the YP Council to try to move the caravan park extension forward now the Recreational Vehicle Strategy has been adopted.
3. Jumping pillow seating
Seating around the jumping pillow installed.
4. Spare keys
Almost all sites have provided spare keys.
5. Fish shelter and entrance
Painting to be completed Oct/Nov
6. Concreting projects
Most concreting projects have been completed and look great.
7. Storage/Staff Amenities



Still waiting on quotes. After much effort now have one local and one Adelaide firm prepared to look at giving us a quote.

8. Cleaning costs

Tash raised the extra cleaning costs as an issue, but covering Covid requirements and the improved standard of cleanliness are the reason, with positive customer feedback being received.

9. Manager community exposure

Tash raised the issue that the managers are not seen enough in the community. Managers defended their involvement as they attend events when they can, given the nature of their employment.

10. Manager Review

Stan and I conducted a Performance Review of the Caravan Park Managers covering strengths and weaknesses in Marketing, Budget Management, Park Facilities, Grounds Maintenance and Development, Office Management/Customer Service, Relationship Building (eg Progress, Staff, Contractors).

There is much evidence that they are doing a great job – customer feedback both direct and online, upgrades and maintenance of the park, working with the CPWP and Progress.

11. Exterior painting of 4 Seaview and 2 Deluxe Cabins

Upgrade to come from the existing budget (\$14720) and done while doing the Entrance and Fish Cleaning Shelter upgrade.

12. Northern Amenities upgrade

Getting quotes on 2 x 4 ensuite amenities blocks. We were looking at 12 but gas supply is an issue.

Lesley suggested that the septic needs to be checked before amenities are upgraded as any new developments need a water engineering report prior to any plumbing or building works.

10.2. **Progress Financial Report**

The report was sent to the committee members earlier

follow up playground amount from 2018 \$8k in budget

finance to setup sub committees budget so that the sub committees can easily see what they have used

Sue available to have a separate meeting with new members so they can go through the budget with questions

MT query - Loan from Council that can't be paid off sooner, would like to see the contract,

Stan supports Michael requesting copy of the contract of the Loan

10.3. **Day at the Burgh – Tash Giles**

Joan Bannon would like to attend the next datb committee so that market Stall planning can go ahead

DATB Finances

When the financial year rolls over the money you have in the DATB account, that is not directly from Progress (ie the \$5000 grant from AGL and the money from Council etc) would be rolled over as well.

Minuted for future reference.



10.4. Cooee – Shirley Thompson

prefer to have all articles in before the end of the month, Cooee getting good feedback

10.5. Markets – Joan Bannon

September Markets - \$287 made, 20 stalls booked, market went well, not overly busy but steady, lots of interest in the datb weekend. Welcome to the market document needs to be changed, update the phone numbers and add some guidelines, should be paying for the space regardless of table use, perhaps fee for table, fee for marquee and fee for site

Appreciate the effort that Joan is doing

Volunteer is doing a great job with setup and pack up

10.6. Events Committee – Mick O’Connell, Stan Szczypiorski

Clydesdale horse project coming along slowly, 2 fundraisers planned for later in the year;

18 19 Nov rocknroll weekend

Dec 10 Cabaret Andrew Sisters tribute band and Christmas songs

On the 8th Sept their will be a group get together to arrange details for the Jetty 150th

10.7. Edithburgh Museum Report – Keryn Dawes

Winter means things were a bit quiet, the new container in place and painted, 2 days of sausage sizzle and history walks for day at the burgh

10.8. Tidal Pool – Keryn Dawes

need to have a tidal pool meeting with Goldy and Tidal pool group, there is some urgency for the swimming enclosure

10.9. Edithburgh Environment and Garden Committee

nothing this month

10.10. Councillor’s Report

nothing this month



11. Correspondence11.1. **Correspondence In**11.2. **Correspondence Out****Moved: K.Dawes****Seconded: M.Trainer****#7(13/09/2022) That the correspondence in and out as tabled be accepted.****Carried****12. General Business**

12.1. Purchase Road Signs – Requested by Leith Smith CFS for Day at the burgh and other community events including the EEWC suggested 5 x road closed and several community event. Road Closed \$25 Community event ahead \$30 Stand \$44.00
Yorketown Progress have some community event signs if needed but there are quite a lot of road signs in storage that are near to new.

12.2. MO – AGM
change the AGM minutes to show that none of the elections happened

12.3. From AGM – Progress Committee members more visible to community – perhaps intro page on website suggest or articles on members in the cooe monthly

12.4. Traffic Management Course - \$2800 approx,
dates 29th & 30th Nov or 1 & 2 dec

Moved: K.Dawes**Seconded: Lesley Tilbrook****#8(13/09/2022) That Progress pay to run the Traffic Management Course.****Carried**

12.5. Stephen Goldsworthy – Electrical Outlet for Edith St and external powerpoint for the Institute



I see it as a benefit to both of us & wonder if you would consider sharing the costs of this.

\$7293.00 for electrical outlet Edith St

External outlet for Institute for Markets - \$3162.50

Action: Send to Institute Committee for their input

12.6. Nick Perry – Wheeled Sports – YP Council

Seeking input from Progress Association re Wheeled Sports tracks

Action: JD to respond

12.7. LT – Clarifying comments about the fuel at the Deli – if the Deli sells, the licence to sell fuel is transferable upon successful application for permits.

12.8. MT suggests lighting up the Flora park for Christmas

Action: Michael to come up with a concept and budget and a work crew and get back to the Committee

12.9. MT – Cenotaph electrical outlet that is old and not usable – suggested contacting Council to update the outlet

12.10. MT – welcome sign needs lighting as it is hard to see at night - cost around \$7k and getting someone to quote on this has been difficult and committee doesn't think it is really needed.

12.11. MT – would like to meet the Volunteer Leigh

Action: Tash to arrange

MEETING CLOSED

TIME: 10.15

By Stan Szczypiorski

DATE OF NEXT MEETING – 11 October 2022

