



Minutes of meeting  
Held in the Edithburgh Institute  
On 14 Feb 2023

## Subject to Confirmation

**Present:** Glen Furler, Michael Trainer, Terry Wendelborn, Nola O'Connell, Shirley Thompson, Mick O'Connell, Keryn Dawes, Stan Szczypiorski (Chair), Jen Dinham (minute taker)

**Meeting Opened** 7.34

1. Welcome

2. Apologies Lesley Tilbrook, Joan Bannon

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. Nil.

7. Confirmation of Minutes **CONFIRMATION OF MINUTES OF MEETING HELD 13<sup>th</sup> December 2022**

Joan Bannon felt that the minutes did not reflect what was actually said by her but it was agreed that the minutes showed a summation of what Joan had said.  
Apologies added for Mick O'Connell and Terry Wendelborn

**Moved: K.Dawes**

**Seconded: S.Thompson**

**#23(14/02/2023)**

**That the minutes of the Edithburgh Progress Association meeting held on 13 December 2022, as circulated, be taken as read and confirmed as a true record.**

**Carried**



Glen Furler has applied to join the Edithburgh Progress Association

**Moved: K.Dawes**

**Seconded: M.Trainer**

**#24(14/02/2023)**

**That the 3 month waiting period for new Association members be waived for Glen Furler.**

**Carried**

Glen Furler has applied to become a member of the Edithburgh Progress Association Management committee and will be appointed in a temporary position until the AGM when he will be able to apply formally.

**Moved: K.Dawes**

**Seconded: M.Trainer**

**#24(14/02/2023)**

**That Glen Furler be accepted in a temporary position on the Edithburgh Progress Management committee.**

**Carried**

## **8. Matters Arising**

8.1. Disabled Table – did not put on register as access to the table is not on an all weather path that allows easy access – Suggest that Progress apply to the Access Advisory Committee to install a concrete path leading to the shelter so that the area is easily accessible for wheelchairs.

Action: SS to bring this request to the Access Advisory Committee

8.2. Progress T shirt Design – NOC

Nola has a sample that has been made up to show the design. Need to work with the members to get the correct sizing and then NOC will order them.

Action: NOC to order new T Shirts

**Moved: M.O'Connell**

**Seconded: T.Wendelborn**

**#25(14/02/2023)**

**That Nola O'Connell purchase at least 12 Progress Committee T Shirts as shown to the committee for distribution to the Management Committee.**

**Carried**

8.3. LED sign that shows your current speed for the Park – Stan to see if he can borrow one

Action: SS will follow it up

8.4. Western side of Park needs attention - Stan and Mick to speak with J Edwards

John has cleaned this up



- 8.5. Power for median Strip – have asked if Council are still going ahead with sharing the cost  
JD has sent a couple of emails and still waiting on a reply  
*UPDATE – We have since received approval from the Council and JD Has emailed Tape Electrical*
- 8.6. Media for Supper Room has been installed and is working with the internet wifi device. The WIFI can be a bit slow but hopefully the new tower will assist with this.
- 8.7. Meeting between Progress and Chair of each Sub Committee to work out Terms of the Sub Committees - Suggest 6pm 14<sup>th</sup> March so that the meeting is prior to the next Progress meeting  
Action: JD to send out invites to the sub committee chairs

**Moved: M.Trainer**

**Seconded: K.Dawes**

**#26(14/02/2023)**

**That Progress meet with the Chairs of all the sub committees prior to the next monthly Progress meeting.**

**Carried**

- 8.8. Review of Action List

## **9. Reports**

- 9.1. **Caravan Park Working Party Report** – M.O’Connell. S.Szczypiorski, T.Wendelborn  
Report submitted by Mick O’Connell

### **CPWP Meeting Report February 2023**

1. No CPWP Meeting held this month due to us currently employing Relief Managers.
2. Relief Managers  
Kym and Louise Stone covered until the end of January.  
Steve and Mandy Webb covering until the 17 March.  
Both have indicated that the park office, in busy periods, needs more than one person. At times, there are two phones ringing and a customer being served.
3. New Managers  
Prospective Park Managers, who signed a contract, decided to pull out because of family issues. The next people offered the position gave a verbal agreement, but pulled out because their accountant thought it not worth their while.  
The position was readvertised.  
Panel consisting of Stan, Lesley, Muriel Scholz and myself, have selected new managers, who are excited to be coming to the park. We are working through contract signing currently. They will start on Friday 10 March, with a week of handover.
4. Northern Amenities upgrade  
No progress over Xmas, but need to follow up.
5. Storage/Staff Amenities  
The final approval from Council is due next week. We will then chase up a quote.
6. Caravan Park expansion  
Mick spoke with Nick Perry from YP Council recently and received a reply confirming the area zoned available for expansion. Since then I have had a couple of emails that complicate the situation –



one being the issue of Crown Land, making a few more hurdles to jump through. We need to consult with surrounding land owners as the first step in gaining approval.

7. Park issues

1. We had a customer back into the control box for the boom gates, which had to be removed restricting our ability to control park access. This has been fixed and working through insurance and compensation
2. The key entry to the amenities was an issue with the elderly and young having difficulty using the key system
3. Keypad post into the park has been damaged by a caravan

8. Flooring for house

Carpet and perhaps the vinyl need to be replaced – suggestion of a laminated floor.

Mick suggests getting 2 quotes for the flooring one with just the bedrooms and another for the whole house

9.2. **Progress Financial Report**

There are a few questions from sub committees, a few more things finessed in the budget, important to use purchase ordered and correct coding on them, getting better with the budget and cooperation

9.3. **Day at the Burgh – T.Wendelborn**

Mick has asked for last years financials to compare with what is in the budget as there is a discrepancy between what is shown and what is expected,

Twilight Blues going ahead on 12<sup>th</sup> March with bands booked and community groups doing the food stalls

9.4. **Cooee – S.Thompson, K.Dawes**

asking for donations for the online version, more advertising, need to keep a finger on the costing pulse, Cooee is put in accommodation venues around as well, Shirley has approached the Coobowie Progress asking for input along with financial support

9.5. **Markets – J.Bannon**

Dec – Good market with a steady flow of people. 18 stalls booked, 3 new stalls and hopefully 1 will become permanent. 2 people looking into blanket insurance for small stalls who can't afford insurance on their own. Looking at how other markets are run so it can be easily run by whoever is co-ordinating the market. Still looking for a new co-ordinator but Joan will manage the Feb one.

9.6. **Art Group – J.Bannon**

no meeting since Day at the Burgh, will be doing bits and pieces through the year



9.7. **Events Committee** – N.O’Connell

Raising money for the 150<sup>th</sup> anniversary

24<sup>th</sup> March Don McQueen in the RSL, he is an award winning Balladeer. Tickets from the post office or online at Trybooking

May 6<sup>th</sup> Saturday night Quiz night save the date – BYO supper

9.8. **Edithburgh Museum Report** – K.Dawes

quiet over summer, new tyro machine so they can take eftpos, good day at the markets, funeral for one of the members Wednesday

9.9. **Tidal Pool** – K.Dawes

Motion that Progress purchase some new noodles and equipment for the VacSwim program

**Moved: K.Dawes**

**Seconded: M.O’Connell**

**#27(14/02/2023)**

**That Progress purchase new noodles and swimming gear for the VacSwim program at the Tidal pool.**

**Carried**

9.10. **Edithburgh Environment and Garden Committee** – T.Wendelborn

Paving has been laid under the Scenic Frame and it is looking great, foreshore is still being watered but fighting uphill trying to keep it green at the moment, Edith st looking good, Kangaroo paws are amazing

Rick Hutchinson has approached Stan about a workshop for growing natives gardens in a dry environment – Stan to look in to the details

9.11. **Flora Park** – K.Dawes9.12. **Jetty 150<sup>th</sup>** – M.O’Connell, N.O’Connell

26<sup>th</sup> March 2 – 4pm community forum in the supper room asking for ideas and input

150<sup>th</sup> book (125<sup>th</sup> book revamped) digitize old photos, people’s stories that worked on the jetty, pictures of the jetty working, advertising. Hoping for a grant to produce the book and the books will be sold which will also bring in revenue.

Jetty divers in old bell helmets, raffle for fundraiser, re-enactments, yacht clubs involved, the horse unveiling, under jetty photography, dinner at the institute, period costume and jetty speeches etc on Saturday, Sunday more of a sports day with races including a wheelbarrow race.



### 9.13. Councillor's Report

Report submitted by Mick O'Connell

#### Councillor Report February 2023

##### 1. Edithburgh Jetty

Wall to be rebuilt

Waiting on DIT funding for jetty upgrade

##### 2. Intersection between Panfry, Sultana Point Road and Blanche Street

Put in a Budget Request for safety upgrade

##### 3. Bush camping

Award winning concept

###### **Current system**

Self developed booking system, permits given for 19 sites – up to around 700 – but no designated site. System no longer caters for the number of people camping at the sites. This results in people camping in non-designated sites, while some sites not full, bins overflowing, toileting issues.

###### **New system**

New booking system with booking certain number for each site on first serve basis, with more information on each site available, so campers can choose the camping experience they want. More toilets being erected and more bins proposed to be provided.

##### 4. Edithburgh Stormwater Management Project

Contractors appointed.

##### 5. Beach Camping

Issues with large number of campers on places like Wauraltee and Flaherty's Beaches and corresponding dune damage, littering, toileting, speed.

##### 6. Phone tower upgrade for Edithburgh

Current issues with communications, especially for those on the foreshore, should be reduced.

### 9.14. Constitution Change Recommendations

Grievance policy, conflict resolution

Suggesting a meeting a year with each of the sub committees maybe different wording for

the Sub Committees in the Terms of reference



**10 Correspondence**

10.1.1. Correspondence in

**10.2. Correspondence Out**

10.2.1. Correspondence out

**Moved: S.Thompson    Second: N.O'Connell****#28(14/02/2023)****That Correspondence in and out as table be accepted.****Carried****11 General Business**11.1 SS - Torsten Schwarze and family for Jetty 150<sup>th</sup>

Thank you and accommodation

Stan will extend the invitation to stay with him or at the caravan park

**Moved: K.Dawes    Second: N.O'Connell****#29(14/02/2023)****That an invitation to the Jetty 150<sup>th</sup> Weekend be extended to Torsten Schwarze and family to stay with Stan Szczypiorski or if Torsten would prefer, a cabin at the Caravan Park.****Carried**

11.2 SS - Institute needs painting

In short, the Institute requires painting on the outside.

- Lowest quote was \$18K (another quote was \$26K)
- John will ask Council for ½ ... 9K
- The institute will put in \$5 k.
- He is asking Progress for \$4k commitment.

Plan is to get the painting done in the 23/24 financial year.

**Moved: K.Dawes    Second: M.O'Connell****#30(14/02/2023)****That the Progress Committee support the Institute Committee with financial input for painting up to \$4000.00.**

Carried

- 11.3 MO – New Mower for Flora Park – The new Mower will cost \$13000 and Progress will ask Council pay half

**Moved: K.Dawes      Second: M.O’Connell**

**#30(14/02/2023)      That the Progress Committee support the Flora park with \$6500 towards a new mower.**

Carried

- 11.4 Jetty 150<sup>th</sup> Funding Request ( Members of the Jetty 150<sup>th</sup> Committee excused themselves for this discussion and vote NOC, MO, ST)  
Total amount requested is \$8500 towards the event

**Moved: K.Dawes      Second: M.Trainer**

**#31(14/02/2023)      That the Progress Committee support the Jetty 150<sup>th</sup> Anniversary with \$8500 towards the event.**

Carried

- 11.5 JD – Tyro device ready to go

- 11.6 JD - PayPal – donation page and QR code  
setup and working and able to accept donations – can be modified for different events and suggest setting up a page for the Cooee and the Flora Park to start with. Separate pages means the income for each sub committee can be tracked accurately

- 11.7 Volunteers using their own vehicles and having an accident – where does Progress stand on reimbursing for excess. Each case must be decided on individually.

- 11.8 MT – Suggests an Edithburgh having a 22 seater bus for the community to use





- 11.9 MT – When will the IGA be open – maybe mid year
- 11.10 MT – Put the Cooe into the Bowls Club – will run the numbers on the printing costs first
- 11.11 MT Asking for all reports prior to the meeting – finance reports are coming through earlier but the other reports will continue to be read at the meeting and people can make notes and ask questions later.
- 11.12 MT – Christmas lights – asking for a larger budget for next year – suggest clear white lights for the trees in the main street and other lights for Christmas – look at a larger budget
- 11.13 TW – caravan park bbq area is exposed to the wind so that the bbq is very slow, suggest that wind break for the bbqs
- 11.14 NOC – secretary – procedure manual kept current
- 11.15 Dog waster dispensers along foreshore damaged.  
JD to write to Council requesting these be repaired and then bags supplied. MO will top up the dispensers in the short term.
- 11.16 ST – web site updates – send through to JD
- 11.17 ST – Progress Committee members profiles for the Cooe. Members to do their own and send through to Shirley
- 11.18 KD – Defib machines – check with Lesley for local supplier’s number
- 11.19 KD - Letter to Telstra about new tower for Edithburgh – asking for clarification
- 11.20 KD – Institute meeting – new kitchen in the planning starting with electrical equipment
- 11.21 KD – School for sale

### Email Vote

**Moved: M.O’Connell Second: N.O’Connell**

**#32(15/02/2023)**

**That Progress accept the quote of \$3528 from York Carpets to put hard flooring in the three bedrooms and replace the vertical blind in the dining room.**

**Carried**



**MEETING CLOSED**

**11PM**

**By Who Stan Szczypiorski**

**DATE OF NEXT MEETING – 14<sup>th</sup> March 6.00pm**

