

Minutes of the Mount Somers Reserves Board held on the 9th March at 7.30pm in the Mount Somers Hall Kitchen.

Present

Rhonda Huggins, Heath Heaven, Maryann Heaven, Kristin Stace, Nathan Huggins, Ian Beach, Chris Murphy, Clare Harden (Community Administration Officer).

Apologies

Leen Braam (Councillor), Colleen Stanley.

Kristin moved apologies.

	Action List.	By Whom	Status
1	Bring coffee to meeting. Sugar. Colleen, remember your glasses 😊 😊	Colleen	
2	Contact ADC about shower money boxes. Do they have spares? Can we get \$2 shower machines?	Clare / Maryann	Ongoing
3	Letters to Nathan, Leslie and Russell	Rhonda	Done
4	Purchase a fire extinguisher	Chris	Ongoing
5	Update Time and motion sheet	Maryann	Done
6	What needs painting in domain. Organise for board to look at this.	Kristin	Ongoing
7	Committee to write up a wish list. Meeting to be organised	Kristin	Done
8	Talk to Wendy about not trimming trees, and to put this work on job list.	Kristin	Done
9	Infrastructure grant for rewiring	Maryann	Done
10	Attend to spraying of broom and gorse.	Kristin	Ongoing
11	Todd Lewis – lease block	Clare	Ongoing
12	Quotes for electrical check	Chris	Done
13	Approach Pete Philpott about stove element	Chris	Done
14	Liase with J Lamb to complete Evacuation and Emergency Procedures for the Hall/Camping Ground, Pool, Contractors sign in book, Accident Information forms, Hazards Register, Working Bees Hazard Managements form.	Clare	Ongoing
15	Purchasing outside solar lights.	Kristin	Ongoing
16	Loose patch in kitchen	Nathan	Ongoing
17	Purchasing a longer hose for sprayer and stronger trimmer line.	Ian	Done
18	Dates for Wendy and Kays employment – long service leave	Kristin	Ongoing
19	Heath looking into a door for ladies toilet.	Heath	Delete
20	Camping ground sites	Heath Chris Leen Steve	Ongoing
21	Card to be sent to Graeme	Rhonda	Ongoing
22			

Time and Motion sheets.

Maryann discussed a time and motion sheet that she has made up. Put this out to Wendy for trial and Kristin will discuss this with her. Kristin has talked to Wendy about not needing to be at the domain to help with caravan parking.

Painting done – Wendy would like the replacement door outside to be painted. All outside doors on ablution block to be painted the same colour. Kaye has asked if we can also paint the inside kitchen cupboards. Maybe put this on wish list.

Electraserve – Quoted \$15000 for electrical rewiring.
Pete Philpott – Quoted \$9000 for electrical rewiring.

Grant has been put in for this. We will need to wait until the end of June until the grants have been sorted. If we are not successful we will need to get on to it. We will accept Pete Philpotts quote. Chris will contact him.

Clare is organising the lease block to go up for tender.

Minutes of the last meeting were taken as read and were moved as a correct record of that meeting.

Moved: Kristin

Secunder: Maryann

Matters arising from the last meeting

Flagpole has been repaired and Maryann has been extensively communicating with the Hood family concerning this.

Ian is going to purchase a mesh visor for Wendy and Clare is looking into some chaps.

If an employee works a seven day week, the actual date of the holiday, not the stat day has to be taken.

Working bee to trim trees, dog signs to go up, snow straps, clear lite (Chris to purchase).
– Sunday 28th 1.00pm.

Rocks to be collected to go around the garden. Kristin to contact us when she is going to do this and to see if anyone can help her.

Wendy has ended up working Easter as there are not enough committee members available to do this

Correspondence

Quotes from Pete Philpott and Electraserve

Hall Report

No report

Caretakers Report

No report

Finance Report

No Financial Report

Accounts to be approved and paid.

Pete Philpott – stove top –\$193.14

Maryann Moved Kristin Seconded

General Business

Public toilet block – Discussion on how to improve the toilet block. Maryann has looked at the cost to do this. Do we send a letter to parks and ask for a contribution towards us doing this with volunteer work. Maryann is going to approach them to get this moving.

Heath nominated Nathan to be our committee building lead and Heath will be our groundperson lead, who will look around to see what needs to be done.


Chris showed Jo Luxton around the domain and what improvements are being done.

Had a discussion about the things we would like on a wishlist.

David Millichamp has donated a Copper Beech tree to the Reserve Board. We need to be aware of how big these trees get so that it can be planted in an appropriate position.

	Action List.	By Whom	Status
1	Bring coffee to meeting. Sugar. Colleen, remember your glasses. 😊😊	Colleen	
2	Contact ADC about shower money boxes. Do they have spares? Can we get \$2 shower machines?	Clare / Maryann	
3	Looking at costs to replace the slide.	Clare	
4	Purchase a fire extinguisher	Chris	
5	Talk to Wendy about Time and motion sheet	Kristin	
6	What needs painting in domain. Organise for board to look at this.	Kristin	
7	Extra glass bins for busy seasons	Clare	
8	Domain signs and new camp kitchen sign	Chris	
9	Organising outside doors to be painted		
10	Attend to spraying of broom and gorse.	Kristin	
11	Todd Lewis – lease block	Clare	
12	Contacting Pete Philpott about quote	Chris	
13	Purchase a mesh visor	Ian.	
14	Liase with J Lamb to complete Evacuation and Emergency Procedures for the Hall/Camping Ground, Pool, Contractors sign in book, Accident Information forms, Hazards Register, Working Bees Hazard Managements form.	Clare	
15	Purchasing outside solar lights.	Kristin	
16	Loose patch in kitchen	Nathan	

17	Purchase chaps for Wendy	Clare	
18	Dates for Wendy and Kays employment – long service leave	Kristin	
19	Purchasing clear lite	Chris	
20	Camping ground sites	Heath Chris Leen Steve	
21	Card to be sent to Graeme	Rhonda	
22	Organising to collect rocks	Kristin	
23	Starting the process of the public toilets	Maryann	

 Rhonda

 Clare

 Maryann

 Heath

 Leen


 Chris

 Colleen

 Graeme

 Ian

 Kristin

 Nathan

Meeting closed 9.04pm