

Strathewen Community Renewal Association Inc.

Committee Meeting No. 3

Tuesday 14 July 2009

Community Centre, Bowden Spur Road Strathewen

MINUTES

ITEM 1 ATTENDANCE – 7:35 pm

Present:

Committee Members: Karl Apted, Mary Avola, David Brown, Matthew Gravette, Malcolm Hackett, Peter Jenkinson, Peter McLennan, Georgina Robertson Stecher, Bronwyn South, Dennis Spooner

Ex-officio Members: Adrian Cully (Manager Social and Cultural Development -Nillumbik Shire)

Apologies: Steve Pascoe, Ben Pollard, Darren Bradshaw

Visitor: Callum Donoghue (Member of Association and resident) – for item 8.5 only

ITEM 2 MINUTES OF THE PREVIOUS MEETING

Item 7 David noted that the special meeting was not only about vision but also infrastructure planning.

It was resolved that the minutes of the previous meeting be approved as a correct record of the meeting.

Moved Peter McLennan Seconded Denis Spooner

ITEM 3 CORRESPONDENCE

3.1 Alan Haywood, Lions Club Whittlesea: Tool library

The basic proposal for a tool library came from Stewart Budge from Habitat for Humanity. They then partnered with Lions Clubs who are co-ordinating the roll out. See item 9.2.

3.2 Malcolm Hackett: Text of talk he gave at the Community Agencies Forum 14th July

See attached for the full text.

The forum provided an invaluable chance to network around the wide range of support that is available. Of particular note were the offers of donations and assistance. See item 4.

3.3 VBRRA: Community Recovery Plans

Discussion was held over to a later meeting.

ITEM 4 OFFERS OF SUPPORT AND LEADS

- Telstra Peter Dowling is willing to address committee to discuss issues.
- Alan Anderson District Governor Eltham Rotary and Rob Lloyd District Governor Diamond Creek Rotary. These clubs want to spend money directly. For example, they have offered to purchase our fencing trailer.

- Alex Momcilovic Ethnic Council Australia – volunteers; projects; health issues
- Bill Penrose – Bushfire Recovery Activity Teams - fencing teams & co-ordination
- Maria Romanin – VBRRRA Community Recovery Plans willing to attend meeting.
- Nan Oate's sister - help with re-establishing school garden.
- Diana Worrel from Eltham works with a group of women who will provide support.
- Labrynth Society - help to build a contemplative labrynth. One at St Margaret Church at Eltham.
- Southern Wire – help with fencing materials and workshops. They have already run a workshop at Geoff Raftery's
- Malcolm MacMillan and Rod James – have a semi load of treated pine posts
- Eltham women – paid for CFA fencing – refer to Georgina (verbal)
- Australian Cartoonists Association – fundraising opportunities
- Karl Apted – offers of assistance with materials and construction of tennis courts.

Actions:

- All offers will be directed to David who will prepare a register and action tracking schedule.
- Peter Dowling from Telstra will be invited to meet with the community.

ITEM 5 GOVERNANCE

5.1 Conflict of interest and confidentiality declarations

Malcolm has reviewed the document.

Actions:

- Bronwyn will update it to reflect decisions already made in Committee and circulate for comment.

5.2 Finances

All expenses need to go through the Treasurer.

Currently we have no operating funds.

The Chair of the Disbursement of Funds Sub-committee will complete all fund application forms.

Actions:

- Committee members are to keep their petty cash receipts for any expenses and forward them to the Treasurer.
- Committee members are to forward all fund application forms to David.
- Bronwyn will meet with Nillumbik to work out what funds are currently available to the SCRA.

5.3 Insurance

Bronwyn has obtained 2 quotes:

1. Local Community Insurance Services underwritten by Jardine Lloyd Thompson and sponsored by the Municipal Association of Victoria / QBE / GIO and others.

Assume:

Income of \$50,000.

Public liability: limit of liability \$10 million, no volunteers insurance.

Association liability: 200 members, limit of liability \$2 million.

No advice given or fees charged for professional services.

Premium: \$1,223.87 (including stamp duty)

2. Community Related Insurance and Superannuation Program (CRISP) a program of the NSW Meals on Wheels Assoc Inc.

Premium:

Public liability: \$680 (limit of liability \$20 million)

Association liability: \$700 (limit of liability \$1 million)

Adrian reported that Nillumbik on-sells event insurance for \$22 per event where the event is being held at a Nillumbik-owned venue.

Adrian indicated the SCRA will need its own Public Liability insurance to cover events at the Strathewen Community Centre.

Actions:

- David will check if we will be stamp duty exempt.
- Bronwyn will meet with Nillumbik to work out what insurance arrangements need to be made.

ITEM 6 CALENDAR

Month	Date	Day	Time	Activity details
July	10	Friday	10:00AM	Opening of Strathewen Community Centre
	13	Mon	7:30PM	Resident Support Sub-committee
	14	Tues	9:00AM	Nillumbik Community Agencies Forum
			7:30PM	SCRA Committee Meeting
	15	Wed	7:30PM	SCRA Community Vision Plan
	16	Thurs	PM	Malcolm to meet with Lions Club
			6:00PM	Soup night
	17	Fri		Mary and Denis to meet with Susan Forbes Nillumbik re plans
			9:30AM	Malcolm to attend meeting to discuss tool library – Nillumbik, St Andrews RC, Lions Club
			12:30PM	Malcolm to meet in Bendigo with Bendigo Community Enterprise Foundation
	20	Mon	4:00PM	John Faine (ABC 774) meeting with CFA at Arthurs Creek fire shed.
			7:00PM	Grants Sub-committee

			7:30PM	Fencing teams to meet at Hurstbridge Recovery Centre
	21	Tues	10:00AM	Letterbox day
			2:00PM	Bronwyn to meet with Adrian Cully Nillumbik to discuss insurance and funding processes
			7:30PM	SCRA Committee Meeting
	22	Wed	7:30PM	Resident Support Sub-committee
	23	Thurs	6:00PM	Soup night
	24	Fri	6:00PM	Footy night
	28	Tues	7:30PM	SCRA Committee Meeting
	29	Wed	7:30PM	Landcare
			7.30PM	"Thinking about Building Forum" joint Strathewen/ St Andrews Committees activity at St Andrews Hall
Aug	1	Sat	AM	Sausage sizzle at Diamond Creek Mitre 10
			6:00PM	Big Fun Night
	20	Thurs	7:30PM	Tennis Club AGM
Sep				
Oct				Nillumbik Community Agencies Forum

ITEM 7 BUSINESS ARISING

7.1 Winter events payment

The soup nights and footy nights can be funded by this payment.

Actions:

- David and Georgina will develop and prioritise the winter events.
- All applications for funds will be made by David.

7.2 Community Centre opening

Denis gave a report on the opening.

Lisa Neville, Minister for Community Services and Minister responsible for Emergency Recovery attended. It was not an official opening. The Minister ran out of time but she did spend most of her time on the Friday in Strathewen and met a large number of local residents.

Denis was disappointed with help he received to prepare for the event.

7.3 Bendigo Bank Community Enterprise Fund

Malcolm will meet with representatives of the Bendigo Bank and the Community Enterprise Foundation on Thursday.

7.4 Publication of Poll results

Malcolm is still to talk to Andrew Port (Manager Governance Nillumbik Shire).

Adrian reported that Nillumbik has decided that they would not publish results in the Bushfire Recovery Bulletin.

The Committee noted that it had resolved to publish the results.

Adrian tabled the poll results for Members to view.

Action:

- Malcolm will consider alternative means of publishing the results.

7.5 Incorporation

The Association was incorporated on July 10th 2009. Incorporation number A0053280V.

Action:

- Denis will finalise Post Office Box application.
- Bronwyn will finalise bank account.

7.6 Nillumbik Community Agencies Forum report

Georgina reported that it was extremely beneficial. There will be another one in October. Malcolm did an exceptional job with his speech. A large number of different enterprises represented.

ITEM 8 SUB-COMMITTEE REPORTS AND RECOMMENDATIONS

8.1 Communications and engagement

No meeting has been held.

Communication problems:

- We need a calendar.
- We need feedback and input from the wider community.

Bronwyn reported that Nyree Earps (Association member and resident) is now sending the text messages.

Action:

- Malcolm will draft a newsletter to be circulated to the whole community (not just members of the Association).
- Peter J will bring a Year Planner to place on wall.
- Bronwyn will set up an email broadcast group to all our members.

8.2 Fund raising and Grants

Fund raising and grants – Georgina will concentrate on grants. David is focussing on larger foundations through Philanthropy Victoria.

Georgina is looking into having a case manager to work with the community. A new system of 1,000 points is being introduced.

Next step to have a meeting with a broader group of people.

To help us keep abreast of what is available, Denis pointed us to the VBRR media site www.wewillrebuild.vic.gov.au/media-centre.html

8.3 Resident Support

Mary and Peter M held a meeting on Monday 13th July. Georgina, Barb Gregory and Diana Hackett attended.

As an initial exercise they listed problems residents were having and considered obvious support. They also considered easily achievable activities. For example:

- activities that will entice people to the Community Centre - soup nights, computers, printers/scanner/fax, pool table
- the tool library to engage the men.

Need to engage young people aged 15 to 30. Turid Foyne-Johanson is following this up. Nillumbik Community Health has a reconnect program.

It was noted that the group already needs access to petty cash. The Winter Events Payment should cover the planned events.

Next meeting on Wednesday 22nd July.

8.4 Operations and Community Maintenance

Denis and Mary are meeting with Nillumbik on Friday to discuss the Community Centre.

Council will lease land from Mal and Faye Park. Council owns the Community Centre building and will set up a lease agreement with the Renewal Committee. Committee will need a Public Liability policy. There will be a maintenance agreement that will establish who is responsible for what.

Action:

- Bronwyn will get a report on the progress of the lease agreements and insurance when she meets with Adrian.

Council has spent \$40,000 on locating the Centre.

VBRR will provide toilet/shower to residents. Can this include another toilet for the Centre?

The Primary School children will be decorating the outside of centre.

Lock on door needs to be a self-opening latch because door can be locked from outside. The lock is to be replaced with a suitable keypad lock.

Night lights have generated some complaints. They need to be replaced with a motion sensor system.

Adrian reported that on July 26th the John the Baptist Church is organised to help clean out the Whitehouse.

Actions:

- Denis will see if we can get new toilets through the VBRR offer.
- Matthew will shift food out of CFA shed to the Centre.
- Matthew will bring up 2 yellow and 2 red bins from the White House.
- Karl will get Clarkes (Hurstbridge Cranes) to shift gas bottles to Centre.
- Adrian will ensure keypad lock meets safety requirements.
- Adrian will follow up motion sensor security lights.

8.5 Building Facilitation

Callum Donoghue was invited to join the meeting.

Callum reported that he very early identified a need to have a rebuilding committee and as a result had a few preliminary meetings with a group of residents. He was happy to co-ordinate our Building Facilitation Sub-Committee.

Activities being considered are:

- Looking to have a presentation from the Energy shop – hot water and grey water systems.
- Trades are willing to come and talk to community.
- Need to encourage people to use local tradesmen.
- Possibility of an on-line forum to gather people's experiences together.
- Working closely with St Andrews to broaden the number of people involved.

It was noted that people are very confused about where to start. You need to know what you want and your budget. For example, do you use architects, designers and draftsmen.

The Building Commission may hold a meeting. It was resolved that we leave this with the Sub-committee to decide what they want to do.

It was noted that we should not offer advice.

8.6 Environment

There have been no meetings of the Nillumbik NRM Bushfire Recovery Group since the last SCRA Committee meeting.

8.7 Disbursement of Funds

The procedures for the application for, and disbursement of, funds need to be formalised. Individual Members should not complete applications unless authorised to do so by the Committee.

David noted that the Association is required to have an Auditor if our annual turnover is greater than \$200,000.

Action:

- David will follow up a qualified auditor who will provide services at cost.

ITEM 9 GENERAL BUSINESS

9.1 Strathewen Community Centre – responsibilities, finances, management

Bronwyn noted most of the issues to be raised here have been covered under items 5 and 8.4.

The issue of site safety – for example, the proximity of the Centre to the creek was raised.

Action:

- Adrian will ask Nillumbik to review the safety requirements for the whole of the Parks' property. He will check that Nillumbik has appropriate insurance cover for the whole property.

9.2 Tool library, fencing trailer, men's shed

The Lions Club has expressed concern as to whether Strathewen would cope with managing the library and where to site it. There has been some confusion with our parallel proposal for a fencing trailer. There is one library for Nillumbik and therefore it must be shared with St Andrews. Nillumbik will try to get a trailer to go with the tool shed.

Action:

- Malcolm is currently negotiating with Nillumbik and a number of charities to resolve the issues around the funding of these initiatives.

9.3 Representation and Co-ordination – who is available when

This item was held over to the next meeting.

9.4 Community Vision - plan for Special Committee Meeting tomorrow night

The Committee needs to define a set of values or principles.

What is most important?

- *Aesthetics is more important...*
- *Bringing people together is more important...*

What is it that we valued?

What were the strengths and weaknesses?

What do we envisage in the future?

What methods are used to generate a productive and harmonious future?

Other issues raised were:

- We need to be able to be bold as a Committee. The Committee was compared to Council - Whose vision is this? The community's or the committee's?
- We need to remember we are time-constrained. There are options out there and we don't want to lose them.

9.5 Memorial Tree

Amanda from the Memorial Tree project would like to talk to committee.

Action:

- Denis will arrange a suitable date for Amanda to attend the meeting.

The meeting was closed at **10:20 pm**