

MERRIJIG PUBLIC HALL AGENDA

Monday 4th June 2007, 7pm

Merrijig Public Hall

NO	ITEM	COMMENT
1	Welcome	
2	Call for apologies	
3	Call for General Business: <ul style="list-style-type: none"> • - classes • AGM • 	
4	Confirm previous minutes	
5	Business arising from minutes: <ul style="list-style-type: none"> • Hall Upgrade, Subcommittee Report • Trusteeship • Trash & Treasure on 26/05/07 • Exterior Hall Sign • Hire of Equipment, Subcommittee Report • October Ball 	Report to committee
6	Correspondence <u>IN:</u> Peter Howarth + Poppie Katelyn Corrick <u>OUT:</u> Letter to Peter Parry-Fielder. Letter to Ed Adamson.	
7	Financial Report <ul style="list-style-type: none"> • May • Accounts for payment 	
8	General Business <ul style="list-style-type: none"> • • • 	
9	Next meeting	
10	Close meeting	

Minutes of Merrijig Hall Inc. Meeting
Monday 11th June 2007

1. **Open meeting:** 7.05pm

Attendees: Chris Dunlop, Noel Willaton, Maz Dowling,
Jenny O'Brien, Pam Sumpter, Marie Sellstrom, Dot Corcoran,
Kerrie Purcell.

Chair: Chris Dunlop

2. **Apologies:** Sen Weir

3. **Call for General Business:**

- Chakra Healing Classes.
- Communities in control conference.

4. **Confirm previous minutes:**

MOTION: That the minutes of the meeting held on Monday 7th May 2007 are a true and accurate record of the meeting.

Moved: Maz Dowling, **Seconded:** Marie Sellstrom, **Carried**

5. **Business arising from minutes:**

Hall Upgrade: A meeting was held on Thursday 7th June 2007 between Maz Dowling, Peter Parry-Fielder and Carl Barton. The meeting was to discuss changes Peter Parry-Fielder had detailed in a letter to the Hall Upgrade sub committee. This letter contained minor changes & suggestions to the proposed plans of the Hall. Carl Barton has included these amendments on the plans. Changes made were: toilet & shower placements, ceiling above kitchen & toilet area to be load bearing for future possible developments. Increase width of front verandah to include disability entrance.

Plans are now final and will go through the following process. Plans will be displayed on the Mansfield Shire website, link for public notices. Notice of the plans to be circulated through Sen Weir's e-mail list & local papers. Hard copy will be available for viewing at Mansfield Shire and Hunt Club Hotel, Merrijig.

It was discussed by the committee about placing the plans on the exterior of the hall, however the majority of the committee agreed that due to adverse weather conditions, the exercise would be pointless.

Public are invited to send **written** submissions of the plans by a date yet to be set and addressed to the Hall. Maz Dowling and Uschi Steedman are working together to put the above process in practice.

Business arising from Minutes continued...Hall upgrade

Funding: Uschi Steedman and Maz Dowling are to meet with Joan Ross from NEVACC with the intention of hopefully securing \$50,000 from NEVACC.

Funding break down at this stage:	RDV	\$220,000
	Shire	\$ 50,000
	Shire	\$ 10,000 (in kind)
	RACV	\$ 5,000
	Hall	\$ 15,000
	Hall	<u>\$ 15,000 (in kind)</u>
	Total to date	<u>\$315,000</u>

The budget is a cost based estimate and does not include builders profit margins and landscaping. It is envisioned that NEVACC'S contribution will assist in that area.

All funding submissions are being lodged through the Mansfield Shire Council, thus ultimately supporting the grant proposals.

Time frame: The submissions to be received will be open for possibly one month. Plans are to be signed off before the AGM with a final funding expectations' report. The written feedback from the public will be addressed by the Hall upgrade sub committee and Peter Parry-Feilder (as in an advisory capacity only). It is expected construction will commence after the 6th October Spring ball.

Carl Barton will call for tenders and manage project and budget which is a part of the 'Shire's in kind'.

Marie Sellstrom requested that a written detailed document of Carl Barton's role & responsibilities be submitted to the Hall committee with regard to the project & budget management. Maz Dowling to follow up.

Trustees:

Chris Dunlop had the understanding from his conservations' with Trustee – Peter Howarth that Peter would contact the remaining two trustees; Ted Lovick and Poppe Davis to discuss the trusteeship. (As detailed in the previous meeting's minutes) An e-mail from Peter Howarth was read at the meeting stating that Peter had no problem with the proposed transfer of title to the Incorporated Hall Committee. Peter Howarth also stated that a copy of this e-mail had been sent to Popped Davis and Ted Lovick.

During the meeting an e-mail was received and read from Poppe Davis expressing disappointment that no contact from the Hall Committee had been made to her regarding discussions' about the Trusteeship.

Business arising from Minutes continued...Trustees

Maz Dowling suggested that this is something that needs to be sorted out by the Trustees.

Marie Sellstrom suggested that Ted Lovick being a Hall Committee member & Trustee should hold a meeting with Poppe Davis and Peter Howarth and then Ted Lovick is to report back to the committee the consequences of the meeting.

As Ted Lovick is absent from the meeting, Chris Dunlop is to contact Ted Lovick and follow the above up.

The Committee concurred that a letter of acknowledgement be sent to Poppe Davis. Chris Dunlop will draft letter, send to committee by e-mail for perusal, then forward to Poppe Davis.

Trash & Treasure: Marie Sellstrom verbally reported the following: The Trash & Treasure held on Saturday 26th May was a great success. Money raised was \$1,224.

Chris Dunlop has offered the grounds of the Merrijig Lodge for the next Trash & Treasure, should the Hall be unavailable due to the commencement of Hall renovations.

Hall Sign: Drop off Agenda as will be dealt with during hall renovations.

Hall & Equipment Hire: Pam Sumpter verbally reported the following: Jenny O'Brien, Sen Weir and Pam Sumpter have counted all the items in the Hall that are available for hire. A list of these items was distributed at the meeting.

Pam Sumpter will enquire from Mansfield Party Hire regarding hire prices so we can set a comparative figure for hire charges. Keeping in mind that our crockery & cutlery items would need to be washed by the hirer prior to use due to our storage conditions.

October 6th Ball: Although the date is set, the committee felt that the discussions and details should be left for the new incoming committee after the AGM in July.

6. Correspondence:

IN:

Peter Howarth:

(Hall Trustee)

E-mail containing support for Trusteeship to transfer to Hall Committee.

Poppe Davis:

(Hall Trustee)

E-mail expressing disappointment at the handling of Trustees by the Hall Committee.

Kaylene Conrick:

(Acting CEO for Mansfield Shire)

Letter of notification of \$5000 donation from RACV to used for communication improvement for the Hall refurbishment project.

Correspondence continued,

Volunteers small grants: E-mail notification from Marie Sellstrom.

David Anderson: Letter of invitation to the 'Community Building National Symposium'. Mansfield Shire are sponsoring three community people to attend. Maz Dowling expressed interest to attend.
(Mansfield Shire)

Round 3 Water grants: Maz Dowling will look into it if time permits.

OUT:

Peter Parry-Fielder: E-mail of invitation to advise Hall Upgrade Sub committee. *Chris Dunlop.*

Ed Adamson: Letter of acknowledgement for letter sent by Ed recently. *Dot Corcoran*

Financial Report:

MAY: The May Financial report was not passed due to insufficient information and has been held over until next meeting. Dot Corcoran to contact Sen Weir regarding this report and e-mail details to committee members.

8. General Business:

Chakra healing sessions: Genine from Delatite Apartments, Merrijig has expressed an interest in conducting Chakra Healing Sessions once a month at the Hall.

MOTION: Genine will be charged \$20 per hour for use of the hall & heaters and the charge will be reviewed after October 2007.

Moved: Kerrie Purcell, **Seconded:** Jenny O'Brien **Carried**

Communities in Control Conference: Jenny O'Brien being the attendee to this event was asked to comment about the conference of which Jenny declined to talk about it at this stage.

9. Next Meeting: Monday 9th July 2007 at 7pm
AGM : Sunday 29th July 2007 at 11 am.

10. Close Meeting: 8.05 pm



Dot Corcoran,
Secretary, Merrijig Public Hall Inc.