

Minutes: 18th October 2021: 7.30 pm Macclesfield Institute:

PRESENT: Lyn Boyd, Vicki Taylor (secretary), Penny Worland (chair), Anne Stott (Treasurer), Christie Gordon (vice Chair), Malcolm Buckby, Tess Minett.(Mt Barker councillor).

APOLOGY: Tara Horsnell

WELCOME: Bev Slack (Guest)

Acknowledgement of country:

Agenda 46.1 Events: Christmas Caols brought forward so that Bev the organiser could talk to this item and then leave the meeting.

MINUTES OF PREVIOUS MEETING:

Motion: “That the minutes of the meeting held 20th September 2021 be accepted”.

Moved: Malcolm and Lyn carried

Moved Vicki Taylor to be accepted to committee and the position of secretary - Lyn and Christie - accepted

Agenda Item	Discussion	Decision	Action
1.0 Business Arising from Minutes			
1.1 Community Emergency Response: CFS Bushfire Blitz	Christie to promote events through Macclesfield Community Chat Facebook page to encourage attendance at town meeting on bushfire blitz to be held on 24th November. Hall capacity is 70. Length of meeting not known	Eventbrite to be set up to monitor numbers Length of meeting not known. 20 people attended meetings with CFS in vulnerable areas. A lot of interest in town meeting	Lyn Boyd to check length of meeting. Christie to set up Event write event.
1.2 Community Emergency Response: Community Resilience Network	Bushfire resilience meeting being held by Adelaide Hills Council on Tuesday 19th October	Members to attend this meeting	Lyn and Graham to attend meeting and report back to next MCA meeting

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1.3 Community emergency Response: Request to Greg Parker for a council.red cross partnership	Response received and reported to meeting	MAC to partner wit Red Cross but funding is needed. Possible grant closed today therefore alternative grant source needs to be sourced.	Tess and Penny to follow up with Council on partnership funding possibilities.
2.0 Eastern Side of Venabloes Street upgrade	Feedback has now been provided to Kristian Wohlstadt	Feedback provided on several occasions without response.	Tess to generate question on notice for council meeting on Council's response to the feedback provided.
3.1 Healthy Towns Challenge:Fitness Equipment Update	Contractor raised concerns about the location chosen for equipment. May remain wet in winter. Other locations were suggested. Consultation with Young at Heart Group indicated only a few objections	Equipment to be moved between main BBQ and toilets	Completed, Equipment site now being moved.
3.1 Healthy Towns: Activities Walking Groups, Exercise Classes Evaluation	Penny now focussing on activities in the park. Count to be taken to ascertain park use. Walking groups to be started	Penny to be roster for park use count. Names of anyone interested to start walking groups to be directed to Penny by interested committee members	Penny to advise on roster and to advertise walking groups on Facebook including seeking volunteers.
4.0 MCA Application Form	No discussion	Conent off Application Form to be determined once a more clearly defined member demographic has been determined.	Deferred
5. Crystal Laker gates and Toilet cleaning costing.	Toilets proposed to be installed late October	No further information provided	Request Tess follow up timing of installation and who will cover the costs of cleaning
6. Strategic Plan			Item Deferred until 2022
7. Terms of reference MCA Groups	New constitution will require all groups will need to review their terms of reference and update if required.	Penny to discuss may forward with Malcolm	Malcolm to implement. Penny to work with Malcolm on how this might be done
8. Remembrance Seat in Night Paddock	Being investigated by Genevieve Croker-Brown		Deferred until 2022

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9. Acknowledgement of resigning Committee members	Cards and wine purchase for retiring members.	To be signed and handed to retiring members	Penny to present to retiring members
10. Committee roles: Handover from retiring Secretary	Task responsibilities provided to all committee members. Discussion on how volunteers can be engaged in community activities and the option of centreline job seekers being used.	Agreed that MCA be registered with Centrelink as an organisation able to take on volunteers seeking jobs.	Malcolm to register MCA with Centrelink
11. Crystal Lake Park	Meeting with MBDC representative scheduled for October 19th		Outcome of meeting to be reported to next MCA meeting
12. Change of date for regular meetings	Biochar now meeting 3rd Monday of each Month. With MCA meeting every second Monday of each month	Next meeting of MCA is 8th November Notification of change of date to be made in weekender Herald in their what's on page. Community Calendar to be changed.	Meeting notification and meeting document distribution to take note of meeting date change. Vicki to make changes to weekender Herald and Penny to let Graham know to change Calendar
13. Adelaide Hills Kids Market	A member of the community is seeking assistance for her child to participate in this market. Lyn Boyd has contacted Biannca Johnson who indicated she needed help in filling out forms setting up COVID planned insurance.	Lyn to discuss with Biannca the exact nature of assistance being sought	Lyn to follow up
14. Meeting with local State Member Josh Teague	Discussed Venables Street upgrade, Healthy Towns challenge planting day, Davenport Square shelter, public transport, rezoning of land for planning policy purposes	Noted need for more rezoning for town expansion	No further action
New Business			

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<p>15. MCA planner</p>	<p>2021/2022 planner attached and discussed at meeting.</p>	<p>Monthly calendar to be added to Monthly newsletter</p> <p>A number of areas requiring action were allocated.</p> <p>Maccy school Award Certificate and Prize will need to be grade 6 and 7 with changes in class to be provided at Maccy School in 2002. School to be asked their preference. To be followed by by Lyn with Graeme .</p> <p>Motion: that 2 service awards be given in 2021 at the schools discretion for grade 6 and 7: Moved Penny scolded Lyn: Accepted.</p>	<p>Graeme Milne will continue to update the monthly calendar. Penny to provide copy off MCA policies to Vicki Christie to continue working o Green Room Hire review.</p> <p>Welcome to Maccy booklet to be updated with new committee by Lyn</p> <p>Christie to upload relevant documents to Google abd distribute access to committee members</p> <p>MAC Governance policy and schedule for aspiring to be undertaken by Malcolm. Institute working bee scheduled and the exact nature of what is urgently needed to be sought from Robin by Penny and then time for working bee to be scheduled.</p> <p>Electrical tagging to be organised by Chrissie and Vicki</p> <p>Maccy school Award Certificate and Prize. To be followed by by Lyn with Graeme .</p> <p>Remembrance Day: Malcolm and Penny to attend . Craft Group to be asked to make wreath. Penny to discuss with Robyn.</p>

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16. Grants for seniors	Maccy's Men's shed has asked MCA to auspice funding grant application for a Balls court in Davenport Square. Noted that such a court was in place in meadows	That the Men's Shed members use the Meadows Court and if there is high use then reconsideration of seeking funding will be considered	Penny to let the Men's shed know of decision.
Reports			
17 - 41 Correspondence			Noted
42 Finance	New bank signatories to be set up. Discussion on Credit card or debit card for small payments to be made. Annindicated debit card not suitable	Motion: that the financial statements for August be accepted and accounts paid as they fall due. Anne and seconded by Christie. Accepted	Anne to organise documentation for new signatories for next meeting. Anne to follow up on a credit card for MCA Budget for 2021/2022 to be presented to next meeting: Christie with Anne.
43 Website	Notice received fro renewal of domain name	This be renewed	Lyn to follow up and Christie to pay
44. Institute	Bookings for Maccy Football club Hall of Fame on 14th November will set up on Friday and clean up on Monday. School booking for awards night on 29th October. No deposit taken Birthday on 20th November with set up in afternoon. Online Booking system still under development with SapcetoCo	Deposit to be taken. No policy at this stage on where deposit is taken and development of one may ben needed. Noted that the Football Club has had a incident where the hall was not cleaned sufficiently. Moved Christie seconded Malcolm that no deposit be sought from School for their awards night. Accepted.	Development of policy to be con sidered. Christie tro continue follow up of online booking system for Hall

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	<p>Maintenance: Signage on front of hall to be changed, remove the phone number and replace with our website. Ongoing. Outside kitchen window frame painted. Microwave not heating.</p> <p>Fire safety check, One fail.</p> <p>Cathy Megson request to put up photos. Now complete</p> <p>Paint of the painting rail – still to be completed.</p> <p>Management Agreement between MCA and Council for Institute.</p>	<p>Microwave not heating. It is quite old and Robyn proposes that we purchase a new one.</p>	<p>Robyn to follow up on outstanding action for fire safety check.</p> <p>Paint of the painting rail – still to be completed by Geoff Harris</p> <p>Council have deferred review/renewal on Management agreement for Institute with Mac until 2022.</p>
<p>45. Market</p>	<p>October report: Bad weather so most of the market held inside.</p> <p>Still a lot of interest in November market to be held instead of Strawberry Festival. To be held same day as Motorcycle show.</p> <p>Market also to be held in December.</p>	<p>Reported Need and Lyn thanked for her work with the market</p>	<p>NFA</p>
<p>46 Events</p>	<p>Strawberry Festival has been cancelled. Proposed a community picnic be held with neo food and local groups asked to organise a game for the community. Use QR code for davenport square.</p>	<p>Chrissie and Lyn to liaise with Dennis (RSL) and other groups for the BYO Picnic proposed for 28th November</p>	

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46.1 Events Christmas Carols	welcome to Bev, organiser and coordinator of Christmas Carols scheduled for 19th December on the oval. Seeking MAC support: funding for music (already obtained from MT Barker Council. \$500), insurance, and PA. \$2500 grant now being sought through Rebekiah Sharkey for MCA to purchase PA. Will know if successful in November. Will there be tea and coffee provided - can ask RSL. Grant will be paid through recipient generated invoice. Same for the grant of \$250 for Australia Day breakfast.	Don't need any candles because enough purchased for last year. Need a fire permit for candle lighting. Need a QR code - for checkin. Need to do a covid plan and apply for QR code and identify covid Marshalls.	Fire permit for candle lighting covid plan development and application for QR code to be made by organising committee
47. History	2022 makes 75 years of MCA	Noted	How this milestone might be celebrated to be discussed at a later date
48 Agistment			Nil
49: associated Committees	Minutes for september meeting of Biochar group noted Craft Group met 2nd November with 8 people attending.		Biochar Development application in Crustal Lake still ongoing

Next Meeting: Monday 8th November at 7.00 pm at Institute