

**Minutes: 9<sup>th</sup> Dec. 2024: 7.00 pm, Macclesfield Institute****1. WELCOME:**

Acknowledgement of the traditional owners - the Peramangk people – and their leaders past and present, on whose land we meet tonight.

**2. PRESENT:** P. Worland (Chair), R. Davidson (Vice), J. Conroy (Sec), B. Smith, C. Gordon, L. Boyd,

**3. APOLOGIES:** K. Stephenson, T. Slack, G. Harris (Treasurer), K. Scholz

**4. MINUTES OF PREVIOUS MEETING:** Motion: "That the minutes of the meeting held 2/10/2024 be accepted".

Moved: P. Worland

Seconded: R. Davidson

**Motion carried**

Agenda items		Discussion	Decision	Action
<b>5. Business Arising from Minutes</b>				
5.1	Crystal Lake account and other outstanding matters from previous committee	- Advised SASSA recently we have determined which sculptures we will install. Asked next steps.	Awaiting response	
5.2	CDR Group proposed infrastructure updates to the hall/ Institute Power usage	- No progress to report		
5.3	Repair/change to the water supply system for the hall	- Action completed		
5.4	Public transport campaign		Defer until K. Stephenson return next meeting	

Agenda items		Discussion	Decision	Action
<b>5. Business Arising from Minutes (cont.)</b>				
5.5	Coffee machine for Institute	- RD same cost to install secure storage as coffee machine. Discussion do we need to secure?	All agreed users to provide own coffee i.e. pantry, outside users. Work out process and costing. Check Choice reviews	R. Davidson/L. Boyd B. Smith
5.6	Voluntary work for Centrelink	- MCA qualified with Centrelink, no further action until a volunteer registers		
5.7	EV Charging Station Macclesfield		Follow up with D. Maher	P. Worland
5.8	Community Hall committees meeting	- Recent meeting at Meadows.		
5.9	Contents insurance	- Awaiting input on contents insurance		K. Scholz
5.10	Maccy Mates – Youth Mental Health Training	- Awaiting dates from D. Oldenhove re when offered		
5.11	New location for 'Little Book House' at Institute	- R. Davidson would like to see design then will seek Council approval	To contact C. Prey for proposed plan	R. Davidson
5.12	Lofty Community Radio		Follow up with Lofty radio	J. Conroy
<b>6 Correspondence</b>				
6.1	License to occupy Lord Robinson Park and Night Paddock	- Nil correspondence from Council		
6.2	Dept. of Human Services Grant Opportunities	- Submission deadline passed		

Agenda items		Discussion	Decision	Action
<b>6 Correspondence (cont.)</b>				
6.3	Youth Week Grants	- Covered under grants update 11.3		
6.4	MBDC Financial Contribution		Need to finalise paperwork. Need electrical compliance certificate to provide to Mt Council	R. Davidson/G. Harris
6.5	MBDC Property Strategy and Lease and License review (consultation)	- Two consultation processes to be engaged in and provide feedback. PW attended workshop, gave feedback. Draft contains some changes.	To also review Attend review meeting (pm Wednesday 11/12).	R. Davidson P. Worland/R. Davidson
<b>7 New Business</b>				
7.1	2024-25 Volunteer Grants	<ul style="list-style-type: none"> <li>- Tight program guidelines for application</li> <li>- Category 1 – communication or insurance items that will benefit any of a community organisations volunteers (includes insurance premiums/internet fees/electronic communications equipment)</li> <li>- Category 2               <ul style="list-style-type: none"> <li>a) purchase items or services for the main purpose of supporting a community organisations volunteers</li> <li>b) Fund volunteer-run activities within the community organisation (including supporting U18 development and wellbeing)</li> </ul> </li> <li>- Discussion re pro's/cons of following 3 options:               <ul style="list-style-type: none"> <li>Option 1- Starlink &amp; resilience group</li> <li>Option 2- event insurance costs</li> <li>Option 3- Youth group</li> </ul> </li> </ul>	<b>Motion:</b> MCA submit EIO for insurance costs to cover MCA event insurance and Institute Insurance <b>Moved:</b> P. Worland <b>Second:</b> J. Conroy <b>Motion carried</b>	
7.2	Hire of Hall Equipment	- Policy needed to cover process/EFT deposit bond/hire fees for enquiries/interested local community member)	Draft policy Create Wix form to download/book /bank details	J. Conroy

Agenda items		Discussion	Decision	Action
<b>7 New Business (cont.)</b>				
7.3	Street naming	- RSL proposal name for Maccy "Go for it! No concerns or objections. Thank you for asking"	Advise D. Oldenhove	J. Conroy
7.4	Broken Urn	- M. Stephenson has fixed - Need to be tagged and tested.	Approach G. Davis to do	R. Davidson
7.5	New date for 'End of year' dinner & Xmas Drinks	- Offer to subgroup leaders "end of year" - Looking at New Year what's occurring in your group. Wed. Feb 5 <sup>th</sup> 6.30.	Xmas card thank you and invite Bring plans for year, money required	J. Conroy
7.6	Nibbles roster	- Continue.	Add to MCA planner Roster volunteers one month in advance determined at meeting Feb volunteer	J. Conroy  L. Boyd
<b>8 MCA Planner</b>				
8.1	Strategic Plan review (tracking)	- Do we need to refocus Plan?	February 2025 option. When is suitable for K. Scholz?	
8.2	Green room hall hire review	- K. Buckby –request to use as counseling room. R. Davidson recommended K. Buckby speak with K. Foxwell to discuss usage.	P. Worland- continue current agreement until MBDC feedback. Speak with D. Moore at MBDC re hire policy then speak with K. Foxwell again	R. Davidson
8.3	ACNC Annual Information Statement Due Jan 31 <sup>st</sup>		To complete and submit	G. Harris
8.5	Carols on the Square Supper	- MBDC Approval given - \$200 Ward Donation; \$100 from Broadland Estates; Face painter	No MCA assistance required other than some financial support for costs	

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<b>9 Finance</b>			
9.1 Report	<ul style="list-style-type: none"> <li>- 2 term deposits.</li> <li>- Term deposit 1 – on 12month plan due 11/2/2025</li> <li>- Term deposit 2 - due 13/12/2025</li> </ul>	<p><b>Motion:</b> Roll Term deposit 1 review Feb when due to rollover; Roll term deposit 2 for 12 months</p> <p><b>Moved</b> C. Gordon</p> <p><b>Second</b> B. Smith</p> <p>All in favor- <b>Motion Carried</b></p>	G. Harris
<b>10 Events update</b>			
10.1 Macclesfield asset register for events	- In progress	Follow up on feedback from Tennis Club re their assets	C. Gordon, G. Harris
10.2 Strawberry Fete	<ul style="list-style-type: none"> <li>- Profit approx \$3000 (toilets, parking, cool room, Band costs)</li> <li>- All store holders down this year, LB even though sales down. Worthwhile for store holders to attend, approx \$10 000 direct to community</li> <li>- MMS to offer feedback re parking for next meeting (suggested two flows – stallholders, visitors)</li> </ul>	C. Gordon standing down as Strawberry Fete Coordinator. Chair & committee gave thanks for significant dedication to event over many years.	
10.3 Carols in the Square	- No change to plans		C Gordon
10.4 Australia Day 2025	<ul style="list-style-type: none"> <li>- Still need firm MCA volunteers</li> <li>- Lion's Club will organise BBQ, MCA to complete event management plans</li> </ul>	<p>L. Boyd, R. Davidson offered Contact T. Slack, K. Stephenson to ask</p> <p>Check with I. Fellows re location/details for MBDC docs</p> <p>Lions to provide details for MCA poster</p>	<p>J. Conroy</p> <p>J. Conroy</p> <p>L. Boyd</p>

Agenda items	Discussion	Decision	Action
<b>10 Events update (cont)</b>			
10.5 Battunga Weekend	- History Group will host Matilda's Bush dance	Advise K. Corr to liaise with History Group	J. Conroy
10.6 Tour Down Under – Thursday 23 <sup>rd</sup> January	- MBDC Activation Davenport Sq open to Community Groups. Sporting, RSL - Youth officer met with K. Stephenson re youth involvement. Have Community been notified?	Contact events coordinator MBDC re what occurring	J. Conroy
<b>11 Grants update</b>			
11.1 Community Grant 2023/24 Round 2 (Sensory Trail Garden Design & Community Consultation)	- Occurring 2025		
11.2 MBDC Community Grants Round 1 2024/25		K. Stephenson to consider for next round	
11.3 Social impact grant for youth program	- Successful grant application - \$27200 plus \$2000 Lions, MBDC \$5000 to support 'embracekids' program - MCA to also contribute \$1150 funding - P. Worland reviewed Reclink J & P for Youth Worker? Job advertised mid week, may have Youth worker in place by mid Jan		P. Worland
11.4 Volunteer Grants (federal)	- Fed funding, same as Social Impact grant	Submitted.	

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<b>12 Reports</b>			
12.1 Hall Report	- D. Moore MBDC – coming to Institute mid February to discuss façade upgrade & options for ramps. Suggestion to close stage door permanently so ramp not required. No decision yet	MMS Chris & John Farrington to review sound proofing options	B. Smith
12.2 School Report	- Nil K. Stephenson absent		
12.3 Task Groups	<ul style="list-style-type: none"> <li>- Market: No December market, next held Feb 2025</li> <li>- Arts Festival:</li> <li>- Institute Movies: 'Film Club' approach</li> <li>- Biochar Group</li> <li>- Resilience Group holding next pop up picnic mid Feb. 2025 casual, meet and greet. Word of mouth invite</li> <li>- G. Milne to talk to new leaders.</li> <li>-</li> </ul>	<p>Priority to find a food van</p> <p>Contact B. Lewis re Makers Barn Query dates for submission and selection – check with Strath?</p> <p>K. Stephenson not here to report No further discussion re Biochar financial support of other biochar groups</p> <p>Could Post office letter drop box? Ask Resilience group</p>	<p>L. Boyd</p> <p>J. Conroy K. Scholz</p> <p>L. Boyd</p>

**Finish: 8.59 pm****Next Meeting: Monday 10<sup>th</sup> Feb, 7:00pm**