

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE STANSBURY PROGRESS ASSOCIATION INCORPORATED HELD IN THE STANSBURY INSTITUTE ON MONDAY 10th December 2018 AT 7:30pm

PRESENT: Don McPhee (Acting Chairperson), Beth Faulkner, Margie Dodd, Graham Newstead, Graham Klose, Kevin Forrest, Bruce Meehan, Steve Bowley, Jenni and Mark Matulick (Caravan Park Managers), Janette Butler (Finance/Administration Officer), Gabrielle Gutsche (Project Officer, Minute Taker).

1. WELCOME: Don McPhee welcomed everyone to the meeting.

2. CONFLICT OF INTEREST: Nil

3. APOLOGIES: Ted Buttfield, Jeff Brundell

4. MINUTES: Minutes of the meeting held on Monday 16th November 2018

Graham Klose moved **Kevin Forrest seconded**

That the minutes of the meeting held on Monday 16th November be accepted as a true and accurate record.

Carried #1 10/12/18

5. MANAGER'S REPORT: 5.1 Caravan Park Manager's Report

5.2 Discussion of visitor statistics

5.3 Discussion of lowering the sails over the Caravan Park playground.

Beth Faulkner moved **Margie Dodd seconded**

To have an engineer or qualified contractor to look at the structure and provide options.

Carried #2 10/12/18

5.4 Discussion of rescheduling a walk-through of the Caravan Park with Managers and Stansbury Progress Association representatives.

8:07pm Jenni & Mark Matulick left the meeting and did not return.

6. FINANCE REPORT

6.1 Discussion regarding category allocation of Caravan Park wages.

6.2 Discussion of quotation received from contractor to develop a 'Long Term Financial Plan' and Budget using MYOB.

Steve Bowley moved **Beth Faulkner seconded**

To have contractor develop a 'Long Term Financial Plan' and Budget.

Carried #3 10/12/18

Steve Bowley moved **Kevin Forrest seconded**

That the Finance Report for November 2018 be accepted.

Carried #4 10/12/18

7. MATTERS ARISING

7.1 Recruitment Process

8. CORRESPONDENCE

As tabled

8.1 Royal Flying Doctor Service requested donation.

Graham Newstead moved

Kevin Forrest seconded

To donate \$500 to the RFDS.

Carried #5 10/12/18

8.2 Discussion of YP Council Minutes and list of Councillor representatives.

Graham Newstead moved

Steve Bowley seconded

To send a letter to Anthony Bennet, Council Representative, welcoming him to the position and inviting him to attend the Stansbury Progress meetings. A copy of the SPAI minutes from the last meeting, and a copy of the Constitution to be included with the letter.

Carried #6 10/12/18

Margie Dodd moved

Kevin Forrest seconded

To accept the correspondence as tabled

Carried #7 10/12/18

9. GENERAL BUSINESS

9.1 Project Officer Report

9.1.1 Stansbury NYE Market advertising

Graham Newstead moved

Margie Dodd seconded

To purchase the Yorke Peninsula Country Times advertising Package 4 to promote the NYE Stansbury Seaside Markets

Carried #8 10/12/18

9.1.2 Garage Sale, additional Tourism Officer hours

Beth Faulkner moved

Graham Klose seconded

For the Tourism Officer to work in the Visitor Centre on the day of the Garage Sale - Saturday 16th of February 2019

Carried #9 10/12/18

9.1.3 Discussion of further inclusions in Stansbury Seawall presentation to Council workshop

9.1.4 Discussion of correspondence with PIRSA regarding commercial crabbing boat in Oyster Bay.

Graham Newstead moved

Steve Bowley seconded

To contact and meet with a representative of the Yorke Peninsula Country Times regarding the commercial crabbing boat operating close to the Stansbury Caravan Park and township.

Carried #10 10/12/18

9.1.5 Discussion regarding the necessity of providing a duty boat for NYE Fireworks. Market Manager to clarify with DPTI.

9.1.6 Discussion regarding request from OPD Caravan Park resident about providing recycling system in park. Project Officer to contact resident and applaud her initiative but explain that the Caravan Park does not currently have the support services to provide the system

9.1.7 Lack of pontoons has been queried by public. Pontoons have been undergoing repairs and cleaning and will be reinstalled soon.

9.2 Discussion regarding purchasing of a heavy-duty trailer for transporting pontoons and carrying out other necessary jobs.

Bruce Meehan moved **Steve Bowley seconded**

For Tidy Towns representatives to further investigate a new trailer.

Carried #11 10/12/18

9.3 Discussion regarding the Bedford truck, colloquially known as 'Walter'. It was resolved to investigate selling of the truck.

9.4 Discussion of the possibility of installing promotional Christmas banners from the light poles around Stansbury.

Graham Klose moved **Kevin Forrest seconded**

To obtain quotations for the purchase and installation of 'Light Pole Banners'.

Carried #12 10/12/18

9.5 Caravan Park Managers selection and interview process scheduling.

9.6 Citizen of the Year panel representatives required. Graham Klose and Margie Dodd volunteered to represent Stansbury Progress Association contingent.

9.7 The 1st of March 2019 marks 100 years since Reg Sprigg, a geologist originally from Stansbury, was born. His family has organised a celebration of the event in Stansbury and the Stansbury Golf Club will be catering.

9.8 Clint Roberts volunteered to splice the ropes for the pontoons. A letter of thanks to be sent to Clint.

10 CLOSURE:

Meeting closed at 10:24 pm

Next meeting: Monday 14th January 2019

Don McPhee

Acting Chairman

Date