

Woodcroft-Morphett Vale Neighbourhood Centre Management Committee Meeting

MINUTES

Monday 27 February 2023 – 10.30am

Venue: WMVNC Room 1	Present: Brian Adams, Jan Martin, Peter McDonald (Minutes), Andrew Smith, John Venning, Keven Cocks, Robert Close, Leanne Murphy.
Meeting Opened: 10.30 am	Apologies: Doreen Oughton, Lucy Richardson, Nova Smith
	Absent: Nil

Chairperson's Address:

Acknowledgement of Country

We acknowledge the traditional Custodians of country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.

CONFIRMATION OF AGENDA:

Proposed: Rob Close

Seconded: Keven Cocks

All in favour – show of hands – carried unanimously

MINUTES OF PREVIOUS MEETING: 23 January 2023

Motion to accept Minutes as a true Record:

Proposed: Andrew Smith

Seconded: John Venning

All in favour – show of hands – carried unanimously

BUSINESS ARISING FROM PREVIOUS MINUTES (outstanding actions):

ACTION	PERSON	DATE CREATED / NOTES
Constitution	Constitution working group	They are required to respond to us within a month, and it has been 5 or 6 months with no response. Brian will visit again. Discussed escalating to Attorney General if no response. Letter from Consumer & Business services received apologising for the delay & waiving registration fee. COMPLETED
Car Park proposal	R&A SC	Referred to R&A. R&A visited site 23 January & provided comment to Council. Council responded by email that Centre was contacted in error & we are not

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All in favour – show of hands – carried unanimously

REPORTS:

- | | |
|---|-----------------|
| 1. Treasurer – report with agenda | Doreen Oughton |
| 2. CDO – report with agenda | Lucy Richardson |
| Running Sheet for the Open Night on 21 March distributed in Lucy's absence. | |
| 3. CDSO – to be tabled | Nova Smith |
| 4. CC Network Report – no meeting | Brian Adams |
| 5. Literacy (Quarterly) – report due end of quarter | Keven Cocks |
| 6. PALS (Quarterly) – report due end of quarter | Pauline Smith |
| 7. Venue Hire (Quarterly) – report due end of quarter | Tracey Hogan |
| 8. Playgroup (Quarterly) – report due end of quarter | Lucy Richardson |

Sub-Committees Reports

- | | |
|---|-----------------|
| 1. Events & Fundraising (31/1) – report with agenda | Lucy Richardson |
| 2. Media (1/2) – report with agenda | Jan Martin |
| 3. Operations (6/2) – report with agenda | Andrew Smith |
| 4. Risk and Audit (21/2) – report with agenda | Peter McDonald |
| 5. HR (14/2) – report with agenda | Robert Close |
| 6. Finance – no report due | Doreen Oughton |

Motion to accept Reports as tabled:

Proposed: Andrew Smith

Seconded: Leanne Murphy

All in favour – show of hands – carried unanimously

NEW BUSINESS:

1. Additional funding request for Seniors Social Group trip to Monarto;
Jan Martin spoke regarding the current budget allocation for 2022-2023 of \$2500 to support events. It is proposed that the Group undertake a bus trip to Monarto in June this year and due to considerable interest from the community the Group would like to consider supplying a 2nd bus for the outing at a cost of approximately \$454 which would exceed the budget allocation.

Motion tabled that the budget for the 2022-2023 financial year be increased from \$2500 to \$3000.

Proposed: Andrew Smith

Seconded: Rob Close

All in favour – show of hands – carried unanimously

STANDING ITEMS:

Woodcroft-Morphett Vale Neighbourhood Centre Management Committee Meeting

Governance:

Brian Adams

Nil

WHS:

- **Issues for discussion:**

Brian Adams

Nil

- **Risk Register:**

Brian Adams

No changes

- **Incidents Reported:**

Brian Adams

Nil

Application for WMVNC membership

Brian Adams

Nil

Business Plan 2022-23

Lucy Richardson

- Business Plan review – Strategic Planning Session Monday 17th April 2023

OUTGOING CORRESPONDENCE:

Nil

INCOMING CORRESPONDENCE:

Nil

MEETING CLOSED: 11.22 am

NEXT MEETING: Monday 27 March 2023 at 10.30am
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