

4.0 Business Arising from previous minutes

4.1 Building (110 Barrack Street)

Automatic doors have been installed, surrounds finished, but some finishing items still to be completed.

4.2 Cleaning

A proposal has been put to WDC to contract the CRC to do the cleaning as they require someone with an ABN. Then the CRC extends Sue's hours by what WDC require. Waiting on response.

Ben Robins declared a conflict of interest (impartiality) in regard to item 4.2.

4.3 Outsourcing of Community Development – Shire of Merredin

The Coordinator will draft a more detailed proposal, email it to the Committee for approval and once all in agreement the Committee will submit it to the CEO.

Proposal submitted.

DCEO met with Chair and Coordinator regarding the Shire Community Development team's discussion about the proposal. She suggested the CRC concentrate on larger activities not small events. We advised her that the CRC is required to do 24 activities as part of our contract.

Response letter from the Shire read to the meeting.

4.4 Community Events Consultation Debrief 18th May at Shire

Sue and Diane attended. Di advised there was a poor turn out.

4.5 Christmas Stalls Event

The meeting discussed the location and viability of this and agreed that CRC staff to investigate a bit more. Party Planners and Nola Allen are in favour of a joint event. Coordinator has briefly spoken with Diane Last (Craft people) and she wasn't overly keen, but will pursue this a bit more.

Wendy will investigate the possibility of using the undercover area at the Library.
Jasmin will discuss with Diane Last who represents the craft people.

5.0 Correspondence

5.1 Correspondence In

AWACRC – Merger with Linkwest

Shire of Merredin – Building options

Department of Social Services – Volunteer Grants 2015 (unsuccessful)

Shire of Merredin – Request for further information (buildings)

DRD – Action Plan accepted. Response to contract variation.

Shire of Merredin – response to Outsourcing of Community Development proposal

Department of Veteran Affairs – renewal of contract

Term Deposit maturing 17 June 2016

5.2 Correspondence Out

DRD – Business Plan and Variation to Contract

TR Homes – Community Partnership arrangement

Shire of Merredin – Building options

Shire of Merredin – Outsourcing of Community Development

Hon Mia Davies – query about trainees funding in contract.

Moved Jasmin Cockram

Seconded Ben Robins

That the Correspondence In be accepted and Correspondence Out be endorsed.

CARRIED

6.0 Reports

6.1 Finance Report (Gemma Romeo/Wendy Porter)

Profit and Loss Report for May - attached

Profit and Loss Budget Performance – attached

Treasurer's Report – circulated at meeting

Moved Ben Robins

Seconded Jasmin Cockram

That the Financial Reports be accepted.

CARRIED

It was resolved that the Term Deposit be reinvested for a period of 4 months at a rate of 2.7%.

6.2 Coordinator's Report (Debbie Morris)

Presented.

Moved Wendy Porter

Seconded Ben Robins

That the Coordinator's Report be accepted.

CARRIED

6.3 Pet Cemetery

No report

7.0 General Business

7.4 Governance

Issue 7 and 8 of Go Governance read.

7.5 2016/17 Budget

With the Coordinator on leave, the draft 2016/17 budget has not been prepared. The Coordinator is seeking the Committee's approval for the 2016/17 budget to be endorsed via email prior to 1 July 2016.

Recommendation

That the Management Committee approve the 2016/17 budget to be endorsed via email prior to 1 July 2016.

Moved Jasmin Cockram

Seconded Wendy Porter

That the Management Committee approve the 2016/17 budget to be endorsed via email prior to 1 July 2016.

CARRIED

8.0 Other Business

8.1 The Phoenix

It was resolved that, due to a recent booking of an advertisement in The Phoenix that required considerable checking due to the possibility of being a scam, appropriate policies be set up for The Phoenix which include those advertisers with no ABN, must provide another form of identification which includes a photograph.

8.2 Purchase of Furniture

Corey has been sourcing quotes for tables, chairs and trolleys as part of the Lotterywest funding. There is an issue with the availability of room for storage of the furniture which needs some consideration.

8.3 Trailer

Corey advised that the trailer has been ordered that was funded through the Volunteer grant.

9.0 Meeting closed 8.01pm

10.0 Next Meeting – 19 July 2016