

Bundanoon Community Association Inc.

GENERAL MEETING

Bundanoon Soldiers' Memorial Hall

7.30 pm, Thursday 17th June 2021

AGENDA

Acknowledgement of country, and Welcome to members and visitors

Attendance and Apologies

1. Confirmation of Minutes – BCA General Meeting, 20th May 2021
Attachment One
2. Business arising from the Minutes
 - a) Pharmacy front windows – Ralph to update
 - b) Pedestrian crossing(s) in main street – the BCA will be working with the Bundanoon Public School P&C on pedestrian safety.
3. President's Report
Attachment Two
4. Correspondence
5. Report of Committee Meeting 3rd June 2021
Attachment Three
6. Treasurer's Report
Attachment Four
7. Convenors' Reports on Subcommittee Activities
Attachment Five
8. General Business
 - a) Business arising from the Correspondence (if any)
 - b) Membership going online – to reduce the volunteer workload the BCA will be introducing online membership management in the next few months. The software will enable membership renewals to be streamlined and both renewals and payments made online. New memberships can also be applied for online. We will still offer the current methods of joining and renewal however this will provide a much simpler way for members to renew and check their membership status. It will also allow a smooth handover between Membership convenors and reduced administration. It is anticipated the software will be place late August/early July.
 - c) Access to loft – see President's Report. What options are there to provide safe access with minimal visual disturbance? An initial design is for a set of stairs on the western wall heading up to the loft. The stairs would have a framed wall which would rake up past the window and be painted the same colour scheme as the back wall below the loft. Entry would be via a locked door. Does the membership have other suggestions?

- d) Bowral Classic – The Bowral Classic cycling event is returning on 16-17 October 2021. Bundanoon is again on the route for the 150km and 120km rides. This time the route will be into Bundanoon from Ellsmore Road, down Erith Street to the Oval for a rest stop and then out Erith Street to head to Exeter and Werai. They anticipate around 3,500 cyclists between 8:00am and 11am on Sunday 17. Traffic management will be in place. *For information only*
 - e) Winterfest – please update your Calendar! There is an error in the Wildlife Calendar with Winterfest starting on 10 July. Please correct this to 3 July.
 - f) Winterfest BCA stall – we will be having a stall selling Bundanoon on Tap bottles and providing information, lost children etc. If you can spare an hour or two please let us know. The stall will run from 4:00pm to just after 8:30pm.
 - g) Winterfest update – see Convenor’s Report. Questions and Answers with James Fulford-Talbot.
9. Any Other Business or Announcements
10. Refreshments

Next meeting:

General Meeting, Thursday 15th July 2021, at 7.30pm
in the Bundanoon Soldiers’ Memorial Hall

**Attachment 1 Bundanoon Community Association Inc.
GENERAL MEETING**

**Bundanoon Soldiers' Memorial Hall
7.30 pm, Thursday 20th May 2021
MINUTES**

The President, Andy Carnahan, acknowledged the Country of the Gundungurra people, and welcomed members and visitors.

Attendance and Apologies: 32 members and 1 visitor were present. Apologies were received from Pam Davies, Pamela Jane Duncan, James Fulford-Talbot, Leeanne Olsen, and Rachel Russell.

Special Items of Business

- a) Presentation of the Aboriginal Flag to the BCA. Lee Borrowdale, on behalf of the Wingecarribee Reconciliation Group (WRG), presented an Aboriginal Flag and an Australian Flag to the BCA and spoke briefly about them. The flags are to be flown from the flagpoles in the Southern Villages War Memorial during the forthcoming Reconciliation Week and on other relevant occasions.
- b) In memory of Dale Chalmers. Ralph Clark spoke about Dale, who was a Life Member of the BCA, a former Treasurer, and an early Convenor for ten years of the Garden Ramble.

Confirmation of Minutes: **Moved** Greg Olsen, **seconded** Trevor Wright: **That the Minutes of the BCA General Meeting held on 15th April 2021, which had been circulated, be confirmed**, with the following correction: the seconder be recorded as John Brock, not Bruce Marshall. Carried.

Business arising from the Minutes: Nil

President's Report: The President spoke to his Report which had been circulated.

Correspondence

- a) email thread (06.05.2021 on) to and from President and Powerhouse Museum about Camelbak water bottles
- b) email (10.05.2021) from a Penrose resident about the proposal to build a large garbage waste incinerator at Marulan
- c) notice (13.05.2021) from WSC about exhibition of draft Operational Plan and Budget
- d) notice (18.05.2021) from WSC announcing Exeter Road reconstruction works
- e) notice (20.05.2021) from WSC announcing appointment of new General Manager
- f) email (20.05.2021) from Bundanoon P & C seeking support for pedestrian crossings
- g) email (20.05.21) from Clans Brigadoon about the windows of the new pharmacy

Report of Committee Meeting 6th May 2021

The President summarised the Report, which had been sent out with the Meeting papers.

Treasurer's Report: The Treasurer presented the Profit and Loss Statement and the Balance Sheet to the end of April (as circulated, and attached).

Moved Jeremy Tonks, **seconded** Stuart Reid: **That the Treasurer’s Report be received.**
Carried.

Convenors’ Reports on Subcommittee Activities

In addition to the Reports which had been circulated, the following Convenors gave a verbal report:

- a) Christine Rowell-Miller (Leaver Park): The team had been successful in removing some invasive weeds; certain activities previously not allowed can now be carried out because of a change in WSC’s categories.
- b) Sandy Weir (Garden Ramble): The Subcommittee is seeking one more garden, and she and Laurel Hones have been looking for one more to make up the desired number of eight. A call was issued for volunteers to help on the weekend.
- c) Peter Gray (Technical Assets): As the BCA has acquired more equipment, there was felt to be a need for this new Subcommittee. It will be a “doing” Subcommittee.
- d) Jeff Appleton (Bundanoon Pipe Band): He thanked the BCA for helping with the cost of new equipment.

General Business

- a) Business arising from the Correspondence: There was discussion of how the new pharmacy window may be decorated. Ralph Clark said that the new pharmacy falls into the Bundanoon Conservation Area, which was covered by a WSC “development and control” plan, and that the History Group had been consulted. It was suggested that concerned residents could approach the owners to achieve a mutually agreeable result.
- b) Seating at General Meetings – There was a motion from the floor at a General Meeting that proposed that all General Meetings be conducted in a circle. This was carried. Recent meetings have demonstrated that this is not always suitable and the circle arrangement is not followed. The following motion will provide the Committee and members at a Meeting the flexibility to determine the seating as they wish.
 - i. **Moved** Bruce Marshall, **seconded** Greg Olsen: **That the Committee and members present can determine the preferred seating arrangement at any meeting.** Carried.
- c) General Meeting format change – the Committee proposed that a guest speaker be invited to each General Meeting. The meeting format will change to have the General Meeting from 7:30 to 8:15pm, with the guest speaker for 15 to 20 minutes, then refreshments afterwards. Part of the aim is to help General Meetings run in a timely fashion, and to have a speaker of interest to the membership. It is planned that the format will begin with the June General Meeting.

Christine Rowell-Miller favoured not having a speaker at every General Meeting.

 - ii. **Moved** Andy Carnahan, **seconded** Trevor Wright: **That the Meeting endorse the change to the General Meeting format.** Carried.
- d) Retirement of Subcommittees – *Compassionate Communities and Swim All Year* have been without Convenors and Subcommittees for some time. The Committee has endorsed the retirement of these Subcommittees from the list of active Subcommittees. Should a member wish to re-form the Subcommittees they can request this at any time.

For notification only.

- e) Grant Applications – The Committee discussed grant applications that are offered from time to time. Most of these require approval from Council as the land and property owner. The Committee aims first to determine a priority list of suitable projects for funding and then gain formal Council approval for the high priority projects. When grants become available, the projects can be applied for, as they will be ready. Several projects have been identified and these are listed (not in priority order):
- i. Exercise equipment near children’s playground at Bundanoon Oval
 - ii. Fencing Off-Leash Dog Area at Jordan’s Crossing Park
 - iii. Stairs to Loft in Hall to replace vertical ladder
 - iv. Screen replacement in Hall
 - v. Wi-Fi in Hall
 - vi. Wi-Fi in Street
 - vii. Storage facility in Burgess Street – matching funds for \$37,000 already reserved

If any member has additional items for priority projects, within the scope of the BCA, they are asked to send these to the Secretary – secretary@bca.asn.au

- f) Meet the Candidates Evening – This is scheduled for Tuesday 10 August (corrected from an earlier date of 3 August). Ralph Clark has managed these evenings in the past and has offered to do so again for this unusual election for Wingecarribee Shire Council.

For notification only.

Any Other Business or Announcements

- a) Pedestrian crossing(s) in main street – The President suggested this matter be pursued through the normal processes and that the BCA approach the School P & C to advise of their continuing concern.
- b) Helicopter noise – Annette Wade asked if something could be done about helicopters flying very low over houses, creating concern for safety. Someone suggested it was probably organised by Endeavour Energy checking for intrusive trees. The authority to contact is Civil Aviation Safety Authority (CASA), which controls flight paths and plans.
- c) WSC Extraordinary Council Meeting – Ralph Clark listed some of the items covered at this meeting, including: the appointment of a new General Manager and Deputy General Manager; and the approval of the \$6 million expenditure on renovating the Bowral Hall.

The Meeting closed at 8.45 pm, and was followed by Refreshments.

Next meeting:

General Meeting, Thursday 17th June 2021, at 7.30pm in
the Bundanoon Soldiers’ Memorial Hall

PRESIDENT'S REPORT FOR JUNE GENERAL MEETING**Flag Raising for Reconciliation Week**

The Australian and Aboriginal Flags were raised and lowered each day during Reconciliation Week. Thanks to Bundanoon Public School who brought a class for the raising on the first day and then students each school day.

We will raise the flags and lower the flags each day during NAIDOC week (4-11 July 2021).

Both myself and Vice-President Trevor Wright have become adept at flag protocols and folding.

Meeting with State Member

I met with Wendy Tuckerman on 24 May for a general introduction and presented her a Bundanoon on Tap water bottle. She is following up on improvements to the rail overbridge at Erith Street and Penrose Road (near the Fire and Rescue Station).

I have also invited Mrs Tuckerman to Winterfest and to attend a future BCA meeting as our guest speaker.

Council Operation Plan Submission

The BCA made a submission to Council on the Operational Plan / Budget for 2021/22. We noticed there appears to be is no budget over the four years for new pathways (foot/cycle/shared) and only \$50,000 over four years for renewal of pathways. We have submitted a proposal for infill of existing paths and on Council's estimates this will be around \$140,000 for a modest amount of new pathway.

Access to the Audio-visual loft

I am concerned about the current vertical rung ladder that provides access to the loft for lighting and sound. As much as I love the Hall, I love our volunteers and their safety even more. The Committee is looking at options to provide safe access via compliant stairs. I am aware of the impact on the Hall this may make, and we will consult with various people to provide a solution that is as unobtrusive as possible while still meeting safety standards.

Guest Speakers

We do not have a guest speaker for our June meeting however we have Angela Williamson from ABC Friends for our July meeting and Senior Constable Kylie Phillips of Bundanoon Police Station for our August meeting.

The Committee had their regular monthly Meeting on 6th June.

“Book Nook” street library at Bundanoon Public School: The BCA-sponsored street library at the School has been installed and is now operational. It will be officially launched soon.

Working With Children Checks – after considerable correspondence with the Office of the Children’s Guardian we have clarified that the BCA does not require any members to hold Working With Children Checks (WWCC). The BCA does not fit the category of a WWCC “employer” so cannot check the status of anyone with a WWCC.

Hall items: An additional connection has been made to enable microphones to be managed from the stage. There have been some problems with this recently, especially by groups using the Hall other than those of the BCA, but these problems are being sorted out.

Second Automatic External Defibrillator (AED): An application has been submitted under the Bushfire Community Recovery Small Grants Program for a second AED to be installed on the northern side of the village, as well as a training AED and manikin.

“As Plastic Free As We Can Be” campaign: Greg Olsen and Leeanne Tyler-Olsen are putting together a variety of approaches to pursue this campaign.

Slow progress with restoration of Glow Worm Glen: The President and Committee continue to monitor the progress of the restoration.

Hall hire rates: The Committee has agreed that the hire rates remain the same as currently until 30 June 2022.

“Meet the Candidates” Evening: Arrangements are continuing to be made under the guidance of Ralph Clark.

BCA stall at Makers’ Market: The Market was identified as a promotional opportunity for the BCA, and a stall would be hired there regularly. The Committee is seeking volunteers to help person the stall for a couple of hours from time to time.

Stairs to the Loft: The vertical ladder currently in place is an unacceptable safety risk; after consultation with a commercial company, the President presented a diagram of how stairs may be installed. There will initially be consultation with relevant Subcommittees, before the proposal receives wider circulation and a decision is made.

Off-Leash Dog Area in Jordan’s Crossing Park: The Vice President, Trevor Wright, put forward proposals for fencing the off-leash dog area and providing facilities for cleaning up droppings. The Committee agreed to forward a submission to WSC on these two proposals.

Items for regular consideration: (a) The Committee continues to draw up a list of suitable speakers for monthly General Meetings; (b) It is also continues to work on drawing up a list of items for which grant applications may be submitted.

Financial reports – Profit and Loss May 2021

Profit and Loss

Bundanoon Community Association Incorporated
For the month ended 31 May 2021

MAY 2021

Trading Income	
Bundy on Tap	152.73
Cinema Bundanoon	23.82
Hall Hire - External	198.00
Membership Fees	77.27
Sundry Income	288.04
Winterfest	7,981.80
Total Trading Income	8,721.66
Gross Profit	
	8,721.66
Operating Expenses	
Administration Costs	714.25
Artists Fees - Piano/Music @10	1,254.55
Audit Fees	45.45
Film Rentals	424.91
Food	198.13
Hire & Rental Costs	1,711.82
License fees	86.36
Other Expense	1,100.13
Postage	135.24
Printing	80.00
Purchases	668.86
Waste Removal	105.27
Total Operating Expenses	6,524.97
Net Profit	2,196.69

Balance Sheet

Bundanoon Community Association Incorporated As at 31 May 2021

31 MAY 2021

Assets

Bank

BDCU Account	17,914.09
BDCU Burgess St Storage/Winterfest Term Deposit	74,510.32
BDCU Online Saver	62,132.01
BDCU VISA Debit Card	543.54
Total Bank	155,099.96

Current Assets

Accounts Receivable	7,000.50
Cash Floats	1,150.00
Petty Cash Floats	(300.00)
Total Current Assets	7,850.50

Fixed Assets

Accum. Depreciation: Computers	(4,304.00)
Accum. Depreciation: Equipment	(25,035.00)
Accum. Depreciation: Furniture	(22,400.00)
Computers at Cost	7,925.25
Equipment at Cost	60,819.10
Furniture at Cost	55,540.55
Inventories	3,204.60
Total Fixed Assets	83,750.50

Non-current Assets

Deposits to Suppliers	300.00
Prepayments - CIPS Storage	295.00
Total Non-current Assets	595.00

Total Assets 247,295.96

Liabilities

Current Liabilities

Accruals	182.00
Grants Received in Advance	37,000.00
GST	1,619.02
Hall Bonds Held	800.00
Rounding	0.01
Total Current Liabilities	39,601.03

Total Liabilities 39,601.03

Net Assets 207,694.93

Equity

Current Year Earnings	2,054.20
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CONVENORS' REPORTS – JUNE 2021**Bundanoon Ukesters**

The Bundanoon Ukesters are still going strong, we have welcomed several new members since our last report. One of the new members is a ukulele bass player who joined us very briefly about a year ago and has now returned full time. This is fantastic as we have the bass rehearsing with us on Tuesday nights which adds a whole new dimension. Our rehearsals are now back in the Supper Room which is a bit more sociable, we are no longer sitting in little individual "islands" like we used to in the main Hall. Apart from our regular monthly appearance at the Markets we have some other exciting things coming up. We will be performing at the Winterfest Bonfire night at Ferndale Oval on 10th July, we then have a joint Concert with Bundanoon Sings! planned for 28 August, and then we will be performing again at the Bundanoon Ukulele Festival mid October. We have also put our name down for the Variety Show but we'll see how that pans out. So plenty of things to keep us occupied. There will also be a Ukulele Workshop as part of the Winterfest programme which will be conducted by myself.

Anton Baggerman (Convenor)

Bundanoon Sings!

The choir is rehearsing well with Director Mariamma Mitchell and is looking forward to Choir @ the Pub on Sunday evening 4 July during Winterfest, and its 28 August concert with Bundanoon Ukesters. Rehearsals have moved back to the Supper Room, which has a much warmer atmosphere especially in winter!

Geoff McCubbin (Convenor)

Bundanoon Soldiers' Memorial Hall

It has finally come to pass! The new doors on the Church Street side have been replaced, with a new locking system, which is (hopefully) much easier to use. Our existing keys fit the lock.

Unfortunately it had been a disruptive week for our Hall users, as with only a few days' notice, classes and events had to be cancelled or postponed.

We are hoping that the new stoves will be installed soon, so that the kitchens can be used for catering events. The good news is that Council are not only funding the appliances, but the connection costs as well.

The Hall continues to be busy with sometimes up to five bookings per day, keeping our Willing Workers on their toes!

Rosemary Page (Convenor)

Technical Assets

We are arranging for Michael Stovic from Luminous Entertainment to give a workshop to members who are interested on the Hall's sound equipment. The workshop will cover topics from how to mic up a stage effectively through to basic operation of a sound desk. The date for the workshop has been set for Saturday 26th June from 1.00 to 4.00 pm in the Hall.

We have made a start on collecting all the equipment manuals, operating instructions, and operating procedures, with a view to cataloguing them before filing them in the cloud. In future, these files will be readily available to members who need to access to information on the equipment.

We are writing operation procedures for the "Green Circuit" – this new addition allow the hand-held microphones, CD Player, and lectern mic to be operated from the switch in the left-hand wing of the stage, without the need to enter the loft space.

Peter Gray (Convenor)

The Green Team

The Green Team met for the last time in June before a well-deserved Winter Break. We will be taking July and August off as usual and will hopefully enjoy the fruits of our labours in the Daffodil Display. I would like to take the opportunity of this mid-year report to thank most sincerely the members of the Team who have turned up regularly for our Working Bees. We have a very friendly group that manages to 'muck in' with very little encouragement to get the jobs done. It's a real pleasure to be the Convenor of such a willing team.

John White (Convenor)

The Rex Cinema

Our next film on Saturday July 17 is

Midnight in Paris (America) 2011

While on a trip to Paris with his fiancée's family, Gil, a nostalgic screenwriter, finds himself mysteriously going back to the 1920s every day, at midnight.

On one such late-night excursion, Gil encounters a group of strange, yet familiar revellers, who sweep him along, apparently back in time for a night with some of the Jazz Age's icons of art and literature.

The Rex Cinema will continue to sell tickets online through **TryBooking** as well as having tickets available at the door on the night AND the complimentary glass of wine before the film IS BACK!

Stuart Reid (Convenor)

Winterfest

We have three weeks to go before Winterfest begins and the Subcommittee is really looking forward to bringing a great program of entertainment and experiences to the community.

We are very glad that eight months ago we took the decision to move the opening night event to the Oval. If we hadn't, social distancing regulations would mean that we would be cancelling it about now. Instead, we can all be excited that Bundanoon is able to hold a sizeable event again.

Please spread the word amongst friends and family to:

- Book tickets on-line ASAP. The opening night party remains free, but Covid regulations mean we must have tickets.
- If you don't have access to computers, you can get physical tickets for the opening night in The Village Grocer, Bundanoon as well as City+Sticks, Springett's Arcade, Bowral.
- Cancel tickets if your plans change and you can't use them. It would be a shame if no-show numbers were high and there were people who wanted to go but couldn't get tickets.
- Volunteer a couple of hours of your time. We will be calling for volunteers to help the set-up on Saturday and the strip-down on Sunday. If people can spare a couple of hours, the event is so much more viable.
- There is no BYO this year. As we are on the Oval, we need a different kind of Liquor Licence which prohibits BYO. There will be drinks available from a Bundanoon Hotel mobile bar, The Bundanoon Lions (Glühwein – yum), and Cherry Tree Hills winery.
- There is very limited parking. Please take a stroll to the Oval if you can.

The opening night will feel a little different but we are confident that it will be a great night, and so much better than another cancelled event. See you there!

James Fulford-Talbot (Convenor)

The following Convenors have nothing new or additional to report:

Bundanoon Garen Ramble – Sandy Weir

De Meyrick Reserve – Sandy Berry

Glow Worm Glen Bushcare Group – Liz Norrie

Needles & Natter – Andrea Ward

Welcome to Bundanoon – Catherine Andrews