

**Bundanoon Community Association Inc.**

**GENERAL MEETING**

**MAIN HALL**

**Bundanoon Soldiers' Memorial Hall**

**Thursday 16<sup>th</sup> February 2023**

**AGENDA**

Acknowledgement of Country, and Welcome to members and visitors

**Attendance and Apologies**

1. **Confirmation of Minutes** – BCA General Meeting, 15<sup>th</sup> December 2022  
*Attachment One*
2. **President's Report**  
*Attachment Two*
3. **Correspondence**  
*Attachment Three*
4. **Report of Committee Meeting** 2 February 2023  
*Attachment Four*
5. **Treasurer's Report**  
*Attachment Five*
6. **General Business**
  - a) **Notice of Annual General Meeting** – the Annual General Meeting of the Bundanoon Community Association will be held on Thursday 16 March in the Soldiers' Memorial Hall, 1-3 Railway Avenue Bundanoon. All Committee positions will be declared vacant, and a new Committee elected. This is formal notice under section 4.1.2 of the Constitution.
  - b) **Notice of nominations for the Committee** - Nominations for all positions must be received by the Secretary on the appropriate nomination form by 5pm on Friday 10 March. Nominations can be sent via email (preferred), hand or via mail. New members cannot nominate for the committee within four (4) weeks of joining. This is formal notice under section 3.3.1 of the BCA Constitution.
  - c) **Business arising** from the previous meeting minutes and correspondence (if any)
    - a. Bridges – Transport for NSW are still to get back on the purpose of the drilling at the road overbridges however have advised there is a proposed schedule for maintenance.
  - d) **Welcome to new Committee member** – at the February committee meeting the Committee welcomed Belinda Wright to the Committee. Belinda will be on the Committee until the March General Meeting.
  - e) **Place Plan** – The Planning and Development Subcommittee ran the Place Game at their January meeting. If you would like to be involved with the planning and rollout of this, please contact [President@bca.asn.au](mailto:President@bca.asn.au).
  - f) **Meet the Candidates** – BCA members are arranging Meet the Candidates to be held on Tuesday 14 March in the Hall.
  - g) **Glow Worm Glen reopening** – We have set a date for the community re-opening of Glow Worm Glen on Saturday 18 March at 11am at the top of William Street.

Council is arranging the street closure; Wendy Tuckerman is able to officiate on behalf of NPWS and Glenda the Glow Worm is making an appearance.

- h) **Loft safer ladder** - the Committee have endorsed in principle a replacement mezzanine ladder for the vertical rung ladder to access the loft. The ladder will not reduce the floor area of the Hall and the only visible modification is an extension to current door to enable safe access when the ladder is in use.
  - i) **Disabled Parking** – Council came out to assess a request a member made about accessible parking near the Post Office/Chemist. The officer was concerned how the community would feel about losing possibly two of the current spaces in the 15 minute parking outside the building.
  - j) **Senior’s Festival** – the BCA held an information stall at the Seniors Week Community information expo in Bowral on Friday 10 February. Many thanks to the Ukesters, who gave a performance and to the Vice-President who showed many attendees and stall holders the simple CPR push method on our manikin.
  - k) **Re-roofing** – keeping the BCA involved with consultation, Council have advised the re-roofing will not start until after Sunday April 2. This is due to a supply shortage of a component. We will keep hirers and users updated when the dates become known.
7. **Subcommittee Activities (or updates)** – *there will be a full set of convenors activity reports for 2022 in the 2023 AGM booklet.*
- a. **Macbeth** – Melting Pot Theatre are busy rehearsing their adaptation of Macbeth.
  - b. **Winterfest** – planning is well underway for Winterfest 2023. Convenor Jonathan Melrose-Rae will provide an update.
8. **Any Other Business or Announcements**
9. **Guest Speaker** – no guest speaker for February
10. **Refreshments**

**Next meeting: Annual General Meeting**, 16 March 2023 at 7.30pm  
in the Bundanoon Soldiers’ Memorial Hall (Main Hall)

**DRAFT**

## **Bundanoon Community Association Inc.**

GENERAL MEETING

Supper Room Bundanoon Soldiers' Memorial Hall

Thursday December 15 2022

MINUTES

21 members and guests in attendance

Apologies M Morris, S Reid, A Rocca, R Russell, P Davies, W Appleton, P McDonald

Welcome to Brittney Thompson, Officer in Charge, Bundanoon Police Station. Condolences on behalf of BCA for tragic murder of two Queensland Officers.

Confirmation of the minutes of the previous meeting moved Greg Olsen, seconded Rosemary Page

### Correspondence

Attached to business papers

### Treasurers report

Attached to business papers

### General business

1. **PLACE PLAN** – Robertson had been completed; Bowral is the next; Bundanoon should be late Feb. early March 2023. President spoke to WCS re plan being completed by Bundanoon residents. President's view is that the owner of plan should be community, with Council as a major stakeholder. Copy of 'How to Turn a Place Around' purchased by BCA, as a good model for developing our 'place plan'. BCA will drive initially. Council will determine legal/financial aspects; Bundanoon can contribute 'creative'.
2. **DATA PROJECTOR** – to be provided by JCG Community Award prize money
3. **ARTS RAMBLE** – new committee formed. Bruce Marshall asked if it would conflict with SH Arts Trail. President advised dates would be considered to ensure no conflict.

### Subcommittee activities

**Winterfest** received 130 responses to survey. Majority preferred 1st weekend in July and a street party.

Any other business or announcements

- a) President spoke to Viv May (WSC Administrator) re Hall roof. WSC had approved \$400,000; tender has been received. If there are leftover funds, they will be committed to footpath from Hill Street down Erith St to pedestrian rail crossing.
- b) Bruce Marshall asked if BCA had applied for any grants. President advised that grants had been applied for; 1 was unsuccessful and BCA was awaiting outcome of another.
- c) Bruce Marshall expressed his disappointment at small number of Convenor's reports.
- d) Bruce Marshall queried fence around off-leash area at Jordan's Crossing. President advised area would be fenced and landscaped with works commencing early 2023.
- e) Bruce Marshall asked if there was any information re drill equipment at overpass bridge. President advised he would enquire.
- f) Christine Miller encouraged participation and nominations for AGM in March 2023.

Meeting closed

Refreshments

Next meeting: General Meeting, Thurs 16th February at 7.30pm  
in the Bundanoon Soldiers' Memorial Hall (Supper Room)

## President's Report 16<sup>th</sup> February 2023

There are some exciting events coming up. Meet the Candidates, Glow Worm Glen reopening, MPT Macbeth production, our Annual General Meeting and a State Election will fill our Calendars into March.

The re-roofing of the Hall has been agreed to be postponed until after Brigadoon. This provides some certainty for our many Hall users. I'm not sure when the date will be, however Council is keeping us well informed. I met the company who are doing the work and they seemed very confident and competent in being able to do the job with minimum disruption.

I'm optimistic we have found a solution to accessing the loft with much greater safety. Access to the loft by a vertical rung ladder in a community hall with many older people using the loft has been a great concern of mine, especially since becoming President.

I have found a purpose-built mezzanine ladder with steps and handrails that sits flush to the wall when not in use and pulls out to provide an angled step ladder when in use. It will be installed in the current loft void and when in use, pulled out to provide a safe (and Standards Approved) access to the loft. There is minor carpentry and electrical work but there will be no change to the Hall's visible appearance except the loft door will be extended some 700 to 900 mm up to allow for safe access when the ladder is in use.

We were not successful in our application for the major works to extend the loft and provide stairs and the cost for this is not possible for the BCA to fund. This solution will provide a much safer access for a modest cost and I will leave it for future Committees or Council to develop and fund major refurbishments.

Our Place Plan is developing with the use of the Place Game, a very simple and accessible method for getting input from groups of people to ensure all voices are heard. My inclination is that we use the Place Game for specific areas – such as Picnic Park, the Main Street, the Railway Station, The Oval precinct. Everyone can be as involved as they wish. We are working on how to do this, and I don't mind how many iterations we go through. Ideas are often best repeated as this helps refine our positions. It is easy to change ideas, much harder to change bricks and mortar. People are asking how to be involved. Contact me if you would like to assist with the planning for the Place Game.

This won't conflict with Council, it will complement, as they will be taking a much broader vision to look at integration with the Local Housing Strategy, Bundanoon's Development Control Plan, the Shire wide Local Environment Plan and broader regional plans.

I hope members can attend the Annual General Meeting. I am intending to nominate for President for what will be my last term permitted under our current Constitution.

## CORRESPONDENCE

**Correspondence** – Summary of major items below from 1 December 2022 to 30 January 2023

Correspondence does not list internal correspondence between subcommittees and the committee/President

- a) Notification Community Building Partnership grant for screen and projector was unsuccessful
- b) Council/NPWS/Wendy Tuckerman re Glow Worm Glen work and progress
- c) Bundanoon Arts Ramble grant application
- d) Appleton Productions – Appleton Ladies Potato Race filming
- e) Council – Seniors Week activities
- f) Insurers re acceptance of proposed better description of BCA activities for Public Liability
- g) Council re Community Reference Panels, Draft Community Engagement Strategy
- h) Council re Hall roof inspections with structural engineer and successful tenderer
- i) Transport for NSW – update on bridge “drilling” as rail overbridges. Part of Bridge Renewal Program investigations. Will provide further updates in early 2023
- j) Picnic Park renewal group request to meet and to form subcommittee
- k) Election meet-the-candidates evening date project – set at Tuesday March 14.
- l) Serendipity re using Hall for singing practice
- m) Council re A0 maps to assist with Place Plan
- n) Council – extinguishment of covenant moving along but Council are being asked to do more investigation
- o) NBN re community information ‘pop-up’ in Bundanoon
- p) Exeter Pathways group re footpath funding
- q) Our AEDs now registered on Service NSW initiative <https://aed.nsw.gov.au/>
- r) Festival of Small Halls initiative – forwarded to Bundanoon Folk Festival
- s) Paint the Town Wingecarribee initiative – passed on to appropriate subcommittees
- t) Bundanoon Croquet Club asking for material to be included in Welcome Pack
- u) Mel Morris, resigning from Committee as she is moving to NSW North Coast

## **COMMITTEE UPDATE – February 2023**

The Committee met on 1 December. Below are items provided for information or comment that were discussed or decided that are not in the business for this general meeting. If you have any questions or would like clarification, please raise this at the end of general business.

- Council will be following up on Street safety improvements/suggestions – 40km/h zone, disabled parking, additional streetlight on Church Street
- Meredith Brooks has been endorsed as the Convenor of Needles and Natter. The Committee, on behalf of members thanks Andrea Ward for being Convenor for many years.
- The Committee accepted, with regret the resignation of Mel Morris from the Committee. Mel, who most knew as Principal of Bundanoon Public School has relocated to a new role in the North Coast of NSW. We wish her well.
- Belinda Wright has been endorsed by the Committee as a new Committee member.
- The Committee endorsed a request to assist with the cost of jackets for the Pipe Band. The Committee will fund 50% of the cost, being approximately \$500.
- A new Subcommittee was endorsed called Picnic Park with Geoff Pollard as convenor. Through the BCA the group is developing as community vision for the Park (opposite the Shops on Railway Avenue.
- The Committee discussed and assigned responsibility for the preparation of information for the Annual General Meeting on March 16 and the meeting itself.

## TREASURER'S REPORT

### Balance Sheet

Bundanoon Community Association Incorporated

As at 31 December 2022

	31 DEC 2022	31 DEC 2021
<b>Assets</b>		
<b>Bank</b>		
BDCU Account	10,525.64	9,471.99
BDCU Burgess St Storage/Winterfest Term Deposit	-	68,376.77
BDCU Online Saver	137,306.13	50,189.27
BDCU VISA Debit Card	1,737.86	1,735.37
<b>Total Bank</b>	<b>149,569.63</b>	<b>129,773.40</b>
<b>Current Assets</b>		
Accounts Receivable	4,632.00	5,011.77
Cash Floats	650.00	650.00
Petty Cash Floats	50.00	200.00
Trade Debtors	1,959.69	-
<b>Total Current Assets</b>	<b>7,291.69</b>	<b>5,861.77</b>
<b>Fixed Assets</b>		
Accum. Depreciation: Computers	(5,436.00)	(5,436.00)
Accum. Depreciation: Equipment	(30,791.00)	(30,791.00)
Accum. Depreciation: Furniture	(24,748.00)	(24,748.00)
Computers at Cost	7,925.25	7,925.25
Equipment at Cost	71,884.09	69,109.55
Furniture at Cost	55,540.55	55,540.55
Inventories	2,871.40	2,871.40
<b>Total Fixed Assets</b>	<b>77,246.29</b>	<b>74,471.75</b>
<b>Total Assets</b>	<b>234,107.61</b>	<b>210,106.92</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	(20.00)	-
Accruals	2,457.70	2,457.70
GST	2,747.60	(294.64)
Hall Bonds Held	1,850.00	925.00
Rounding	5.91	-
Square Balance	125.02	-
Trade Creditors	513.00	-
<b>Total Current Liabilities</b>	<b>7,679.23</b>	<b>3,088.06</b>
<b>Total Liabilities</b>	<b>7,679.23</b>	<b>3,088.06</b>
<b>Net Assets</b>	<b>226,428.38</b>	<b>207,018.86</b>
<b>Equity</b>		
Current Year Earnings	19,409.52	1,378.13
Prior Year's Surplus/Deficit	207,018.86	205,640.73
<b>Total Equity</b>	<b>226,428.38</b>	<b>207,018.86</b>



# Profit and Loss

## Bundanoon Community Association Incorporated For the year ended 31 December 2022

2022

### Trading Income

Advertising Income	39,031.40
Donations Received	5,011.02
Grants Received	9,874.55
Hall Hire - External	14,047.19
JCG Subscription	18.18
Membership Fees	1,382.81
Merchandise Sales	2,024.36
Raffle Income	1,839.04
Refreshments Income	99.28
Sponsorship	10,992.78
Square Sales	76.62
Stalls	4,825.43
Sundry Income	451.00
The Good Yard Rent Rebate	6,063.74
Ticket Sales - Events	56,677.36
Workshop Income	4,199.01
<b>Total Trading Income</b>	<b>157,413.77</b>

**Gross Profit** 157,413.77

### Other Income

Interest Income	570.42
<b>Total Other Income</b>	<b>570.42</b>

### Operating Expenses

Advertising	1,284.55
Cleaning	8,582.78
Consumables	2,622.03
Donations Given	4,662.44
Equipment Purchases	5,413.90
Hire & Rental Costs	11,928.80
Insurance	6,702.33
License Fees and Films	3,960.10
Online Subscription	2,333.59
Other Expenses	5,673.64
Performer Fees	12,045.17
Piano Tuning	654.56
Postage	501.00
Printing	32,855.34
Professional Services	10,976.45
Rates	952.40
Refreshments	7,789.22

Reimbursements	521.38
Signage	376.36
Square Fees	387.37
Stationery	965.63
Storage	4,280.30
Trade Services	5,094.76
Transport Hire	922.77
Utilities	2,441.45
Waste Removal	625.09
Workshop providers and tutors	4,020.46
<b>Total Operating Expenses</b>	<b>138,574.67</b>
<b>Net Profit</b>	<b>19,409.52</b>

Subcommittee Profit/Loss 2022

Account	Income	Expenses	Net Profit
Administration	19,890.60	27,846.61	<b>-7,956.01</b>
Arts Bundanoon	9,132.01	9,316.85	<b>-184.84</b>
Bundanoon - Plastic Free As We Can Be	0.00	318.81	<b>-318.81</b>
Bundanoon on Tap	1,054.09	2.42	<b>1,051.67</b>
Bundanoon Pipe Band	654.55	845.46	<b>-190.91</b>
Bundanoon Sings!	1,781.54	1,051.58	<b>729.96</b>
Bundanoon Ukesters	756.17	87.27	<b>668.90</b>
Garden Ramble	30,023.83	10,409.83	<b>19,614.00</b>
Green Team	0.00	842.57	<b>-842.57</b>
Hall (Soldiers' Memorial Hall)	16,854.73	13,322.48	<b>3,532.25</b>
Hall Technical Assets	2,724.55	841.81	<b>1,882.74</b>
JCG Jordan's Crossing Gazette	37,168.74	33,893.07	<b>3,275.67</b>
Melting Pot Theatre	12,396.37	10,550.43	<b>1,845.94</b>
Membership	1,028.26	311.13	<b>717.13</b>
Planning and Development	0.00	56.27	<b>-56.27</b>
Rex Cinema	3,175.49	1,585.72	<b>1,589.77</b>
Winterfest	21,315.99	27,292.36	<b>-5,976.37</b>
Unassigned	27.27	0.00	<b>27.27</b>
<b>2022</b>	<b>157,984.19</b>	<b>138,574.67</b>	<b>19,409.52</b>