

Bundanoon Community Association Inc.
GENERAL MEETING
Supper Room
Bundanoon Soldiers' Memorial Hall
Thursday 20th April 2023
AGENDA

Acknowledgement of Country, and Welcome to members and visitors

Attendance and Apologies

1. **Confirmation of Minutes** – BCA General Meeting, 16th March 2023
Attachment One
2. **President's Report**
Attachment Two
3. **Correspondence**
Attachment Three
4. **Report of Committee Meeting** 6 April 2023
Attachment Four
5. **Treasurer's Report**
Attachment Five
6. **General Business**
 - a) **Business arising** from the previous meeting minutes and correspondence (if any)
 - a. Disabled Parking – Council have received suggestion to use Anzac Parade (at Little Jack Style Thai end) for disabled parking.
 - b) **Place Plan second consultation 17 June** – the Our Place Bundanoon subcommittee ran our first Place Plan consultation on Saturday 15 April in the Hall. Thirty people attended and we played the Place Game for five places. The Place Game model was very well received for its ability to allow a voice to be heard from every participant. We will be running it again on Saturday 17 June from 10am to 11:30am in the Hall. Thanks to those who attended and to the subcommittee volunteers who hosted each table.
 - c) **BCA Community Expo** – we have booked the Hall for Saturday 15 July for an expo to showcase all the BCA subcommittees and activities. It will run from 10am to 1pm and will have tables for all the subcommittees. People often ask “What does the BCA do” and the Committee believes a ‘Community Expo’ in the Hall will let Bundanoon residents, new and old, see the range of activities through the BCA, and hopefully encourage some new members to join in with the activities.
 - d) **Four-hour parking** – we have written to Council suggesting the elbow of Church Street and Railway has ‘four-hour’ parking in addition to ‘rear-to-kerb’ signage. This is to provide better access for residents and visitors.
7. **Subcommittee Activities (or updates)** –
 - a. **Winterfest** – Convenor will provide update at meeting.
 - b. **Hall Booking Officer** – Leeanne Tyle-Olsen has resigned as the Hall Booking Officer. Many thanks to Leeanne for her work in undertaking an important

role within the BCA. A replacement is needed, and volunteers are asked for. In the interim, the Hall Convenor, Lyndell Giuliano, will manage the bookings.

8. Any Other Business or Announcements

9. Guest Speaker – Bob Philipson – The Goulburn Mulwaree Community

Sustainability Hub. Bob is the founder of The Goulburn Mulwaree Community Sustainability Hub. The Hub is designed to bring the community together to help it address the impacts of the now rapidly changing climate, this to be done by building knowledge and capabilities. The Hub is designed to help build a circular/resource-based economy based on clear objectives and targets to inform decision making and to track progress. Creating a sense of fun through competitions is a way of achieving this, supported by an annual Sustainability Fair. Bob will speak about his experience and involvement in the Hub.

10. Refreshments

Next meeting: General Meeting, 18 May 2023 at 7.30pm
in the Bundanoon Soldiers' Memorial Hall (Supper Room)

DRAFT

Bundanoon Community Association Inc.
GENERAL MEETING
Main Hall
Bundanoon Soldiers' Memorial Hall
Thursday 16 March 2023

Acknowledgement of Country, and Welcome to members and visitors
Attendance and Apologies: 33 members; 14 apologies; 3 visitors

1. Confirmation of Minutes – BCA General Meeting, 16th February 2023

Confirmed Ann Rocca Seconded Geoff McCubbin

2. President's Report (tabled as attach. 2)

3. Correspondence (tabled as attach. 3)

4. Report of Committee Meeting 2 March, 2023 (tabled as attach. 4)

President advised letter had gone to Transport NSW including identifying Bundanoon on maps as an important regional location, re lowering speeds on interconnecting rural roads to increase safety for motorists and animals (eg. Wombats/kangaroos) and suggesting small electric buses to provide connection to Moss Vale as a hub from the Southern Villages.

5. Treasurer's Report (tabled as attach. 5)

Liz Cranny moved the report be accepted Seconded by Helen Kohler

6. General Business

Business arising from previous meeting and correspondence.

a) Disabled parking in Anzac Parade – letter to go to WSC

b) Glow Worm Glen celebration of reopening at 11am, Saturday March 18th.

7. Subcommittee Activities or updates

a) Melting Pot – a few seats left for Macbeth. Congratulations on performance.

b) Rex – There will be a screening of Appleton Ladies' Potato Race later in 2023. Donna Andrews passed on thankyou to community from production company.

8. Other Business or announcements

Attachment One – Minutes of previous meeting

- a) Storage Shed – Ann Rocca will continue to pursue. Peter Brown asked question re consolidation of site, which WSC had suggested BCA finance to expedite procedure – BCA declined. BCA is waiting on letter from WSC.
- b) Meet the Candidates – Rosemary Gray commented meeting was very well run and thanks extended to Patrick Fitzgerald
- c) Henk Janssen advised that the development in Bromhall Rd had been approved and work had commenced. President discussed parameters used by WSC and State Government. Vic May (WCS Administrator) advised villages talk to WSC about ‘dormant blocks’ and ensuring that WSC made *consistent* decisions.
- d) Peter Gray advised lighting notices for the audio visual system in the loft are being ignored. Simple training sessions will be run on how to operate Hall lighting system correctly.
- e) Geoff Pollard advised Picnic Park subcommittee will soon be releasing an online survey to gauge community response to improvements. Elizabeth Cranny asked if BCA could bring surveys to larger community. President advised that links are already provided through BCA Newsletter and Lovely Bundanoon.
- f) Ted Ayers (Melting Pot) Thanked Peter Gray for responding quickly to requests for assistance with Hall issues, both for Melting Pot and Garden Club.

9. WSC Viv May (Administrator) addressed meeting.

- i) He advised that Consultative Community Groups had been announced on 15th March.
- ii) WSC Council elections will be held September 2024.
- iii) There will be meetings with community groups re selection of candidates.
- iv) There will be education sessions for elected members.
- v) WSC services are doing well – still issues with potholes
- vi) Communication – reports are now well constructed. From 31/3 there will be improved access to information.
- vii) Bundanoon will receive a tulip display. President advised this be referred to Green Team. Viv requested any organisation can write to him re getting bulbs.

Meeting closed 8:42pm

President's Report 20 April 2023

Place Game – Our first run of the Place Game was very successful for those who attended. Thank you to the table hosts and to the attendees. We are planning another event with the same five Places on Saturday 17 June. For those curious about the Place Plan, about the Place Game process please attend as experiencing is a far better guide than explaining.

Macbeth – Four sold out performances and a wonderful event for Bundanoon. The bar for future performances has been set even higher thanks to the Melting Pot Theatre team.

Highland Gathering – Brigadoon – the Highland Gathering was another Bundanoon success. Over 11,000 people including attendees and performers brought the village to life. Our own Pipe Band performed for the first time at Brigadoon and received many (well deserved) accolades.

Hall Booking Volunteer – we have a vacancy for our Hall Booking role. Thanks to Leeanne Tyler-Olsen for undertaking the vital and largely unseen and unsung role. For the moment, Lyndell is juggling the role along with Hall Convenor. If you have good attention to detail and general computer skills, please let me know. Full training and support will be provided.

CORRESPONDENCE

Correspondence – Summary of major items below from 27 February and 4 April

Sent 202 emails (does not include emails to multiple people).

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

- a) Meet the Candidates various
- b) Laterals re AGM reports various
- c) Council/NPWS/Wendy Tuckerman/Press/All Area Traffic re Glow Worm Glen reopening
- d) Council re road closure certificate for Glow Worm Glen
- e) Invitations to AGM – Federal and State Member, Council
- f) Creative Capital – formal notification of unsuccessful grant for loft/projector screen
- g) Comment re biodegradable cups with plastic liners in use at Hall
- h) Council MyShire directory listing/s
- i) Bendigo Bank re CPR promotion
- j) NBN re scam awareness sessions offer
- k) Council re reroofing dates
- l) Council – still working on alcohol covenant removal
- m) ARTC clarify Picnic Park lease
- n) Wendy Tuckerman congratulating her re-election
- o) BenQ re data project for Supper Room
- p) Various – Place Game event arranging

COMMITTEE UPDATE – April 2023

The Committee met on 6 April March. 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.

- Update - The external stairs leading to the old projector room have been deemed unsafe. There is signage on the door leading to the staircase. Council are aware of the critical need to access, however have not provided any means of access. We are still pursuing.
- Loft safer access process continuing. Council's Buildings officer is very supportive of the project.
- Parking/road issues – have contacted Council for update on 40km/h zone, street lighting, signage for rear to curb. Also additional requests – suggestion for disabled parking to be Anzac Parade (near Little Jack Style Thai) and also to consider four hour parking on Railway Station elbow.
- Approved change of name for Planning and Development Subcommittee to be Our Place Bundanoon Subcommittee to reflect place planning within the subcommittee.
- Committee endorsed a “BCA Expo” event in the Hall to showcase BCA activities.
- Internal chargebacks for subcommittees for Hall use. This was a practice some years ago. It has not been done for a number of years. The Committee formally resolved this was not needed.

TREASURER'S REPORT

Balance Sheet

Bundanoon Community Association Incorporated

As at 18 April 2023

	18 APR 2023	18 APR 2022
Assets		
Bank		
BCA Statement Account 741	7,365.32	-
BDCU Account	-	17,332.02
BDCU Burgess St Storage/Winterfest Term Deposit	-	68,390.68
BDCU Online Saver	-	45,207.36
BDCU VISA Debit Card	-	1,688.16
Savings Account	135,112.71	-
Square Balance	-	296.00
Visa Debit Card	703.15	-
Total Bank	143,181.18	132,914.22
Current Assets		
Accounts Receivable	9,700.41	7,236.30
Cash Floats	650.00	650.00
Petty Cash Floats	50.00	200.00
Square Balance Adjustments	125.02	-
Total Current Assets	10,525.43	8,086.30
Fixed Assets		
Accum. Depreciation: Computers	(6,284.15)	(5,645.13)
Accum. Depreciation: Equipment	(37,266.91)	(32,302.71)
Accum. Depreciation: Furniture	(26,837.35)	(25,263.19)
Computers at Cost	7,925.25	7,925.25
Equipment at Cost	71,884.09	70,496.82
Furniture at Cost	55,540.55	55,540.55
Inventories	2,616.60	2,871.40
Total Fixed Assets	67,578.08	73,622.99
Total Assets	221,284.69	214,623.51
Liabilities		
Current Liabilities		
Accounts Payable	(20.00)	-
Accruals	-	2,100.00
GST	996.57	1,304.68
Hall Bonds Held	1,500.00	150.00
Rounding	-	6.00
Square Balance	125.02	-
Total Current Liabilities	2,601.59	3,560.68
Total Liabilities	2,601.59	3,560.68
Net Assets	218,683.10	211,062.83
Equity		
Current Year Earnings	(480.12)	4,043.97
Prior Year's Surplus/Deficit	219,163.22	207,018.86
Total Equity	218,683.10	211,062.83

Profit and Loss

Bundanoon Community Association Incorporated For the period 1 January 2023 to 18 April 2023

	1 JAN-18 APR 2023	1 JAN-18 APR 2022
Trading Income		
Advertising Income	8,466.93	8,470.76
Donations & Sponsorships	-	1,122.00
Hall Hire	3,307.00	5,375.63
JCG Subscription	-	18.18
Membership Fees	517.86	80.36
Merchandise Sales	62.23	-
Sales	23,410.25	17,051.98
Total Trading Income	35,764.27	32,118.91
Gross Profit		
	35,764.27	32,118.91
Other Income		
Interest Income	534.18	43.38
Total Other Income	534.18	43.38
Operating Expenses		
Advertising & Signage	(136.36)	727.27
Performer Fees	4,686.36	2,704.55
Bank & Square Fees	86.64	3.34
Cleaning	2,953.15	1,766.81
Consumables	1,005.58	770.32
Depreciation	-	2,236.03
Equipment	991.52	2,284.40
Hire & Rental Costs	1,406.82	(800.00)
Insurance	2,485.55	2,314.23
License Fees & Films	311.36	650.00
Other Expenses	6,652.27	221.82
Piano Tuning	163.64	327.28
Postage	374.37	291.33
Printing	7,275.57	5,786.36
Professional Services	5,758.09	2,370.50
Rates	372.15	118.20
Refreshments	60.89	807.78
Reimbursements	-	521.38
Stationery	-	74.86
Storage	1,237.26	1,422.16
Subscriptions	527.77	870.11
Trade Services	-	1,670.11
Utilities	565.94	492.95
Waste Removal	-	486.53
Total Operating Expenses	36,778.57	28,118.32
Net Profit		
	(480.12)	4,043.97

Profit and Loss by Subcommittee YTD 18 April 2023

Below is the P&L by Subcommittee. If Convenors or other members require more details, please email Treasurer@bca.asn.au and the accounts can be further broken down by chart of account within the subcommittee.

Of note is that the Winterfest expenses are covered by the Winterfest Grant which would make the 'bottom line' YTD closer to \$2,800 net profit.

Account	Income	Expenses	Profit/Loss
Administration	7,102.06	4,925.52	\$2,176.54
Arts Bundanoon	4,054.99	4,686.36	-\$631.37
Bundanoon on Tap	44.45	0.00	\$44.45
Bundanoon Pipe Band	0.00	532.27	-\$532.27
Bundanoon Sings!	0.00	195.10	-\$195.10
Bundanoon Ukesters	248.18	0.00	\$248.18
Garden Ramble	78.00	629.65	-\$551.65
Hall (Soldiers' Memorial Hall)	3,534.27	4,585.71	-\$1,051.44
Hall Technical Assets	0.00	-46.05	\$46.05
JCG Jordan's Crossing Gazette	8,227.11	8,258.28	-\$31.17
Melting Pot Theatre	12,127.80	9,172.69	\$2,955.11
Membership	517.86	0.00	\$517.86
Our Place Bundanoon	0.00	105.00	-\$105.00
Rex Cinema	600.10	690.59	-\$90.49
Winterfest	0.00	3,279.82	-\$3,279.82
Total BCA	36,534.82	37,014.94	-\$480.12

Hall Convenor

To date (18 April) Council has yet to confirm two engagements for the roof replacement.

One is a five-day all-hirers exclusion from the Hall in May. We suggested a preference for 22 to 26 May and now waiting for confirmation. As soon as we have a firm date we will advise all hirers as we understand the importance of their activities and classes and being able to let their patrons know in advance for making other booking arrangements at other venues if possible.

This five-day engagement from Council is to remove material from the roof but does not precede the start of the re-roofing. It is simply the first step in the procedure.

We now have three new locked key boxes on the back of the pantry door. Keys and codes to these boxes are given to hirers on a needs basis.

Two lock boxes require a code - these boxes are for the air-conditioning override and the other one is for the grand piano.

We have engaged a licensed and insured builder to do various maintenance on the Hall, including stabilising the shelving of the heavy crockery in the pantry and extending the floor guides for the grand piano egress.

The Hall Booking Volunteer position is now vacant. Leeanne Olsen has resigned from the position and whilst we seek a new Hall Booking Volunteer Andy and I will be the contract persons for all bookings. We thank Leeanne for her work as the Hall Booking Volunteer over the past two years.

Lyndell Giuliano