

**Bundanoon Community Association Inc.**  
**GENERAL MEETING**  
**Supper Room**  
**Bundanoon Soldiers' Memorial Hall**  
**Thursday 16<sup>th</sup> November 2023**  
**AGENDA**

Acknowledgement of Country, and Welcome to members and visitors

**Attendance and Apologies**

1. **Confirmation of Minutes** – BCA General Meeting, 19 October 2023  
*Attachment One*
2. **President's Report**  
*Attachment Two*
3. **Correspondence**  
*Attachment Three*
4. **Report of Committee Meeting** 2 November 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. External stairs – advice from Council is that only 50% of funding is available to repair and make safe stairs. We have written to Council asking for urgent funds release in the next “quarterly review”.
    - b. Loft safer access – in progress, installation mid-December
    - c. Steet parking/picnic park – convenor is in discussions with Council. Disabled parking spot identified as outside Morton Café.
    - d. Artwork – we are seeking advice and assistance for the best location and hanging method
    - e. Heritage improvements at Station – the History Group meeting was postponed so this is rescheduled to early 2024
    - f. Rotary polio appeal – BCA to make donation
    - g. Stolen trees – we are getting replacement trees for the Jubilee planting. The sandstone plinth has been framed with a concrete protective surround.
  - b) **Readiness Expo** – Saturday 18 November 10 am to 1 pm. Please attend and encourage others to attend. See attached flyer. Free Go Bags with Hi Vis vest and snake bandage and solar/usb phone charger for return of questionnaire. A few volunteering spots left.
  - c) **Christmas celebrations:** Agreed date of Saturday 2 December 4pm to 7pm. “Open precinct” to include Pool, barefoot bowls, social tennis and croquet. Entry will be free. Still some details to work out with Council.

- d) **Community Heritage Study** - the BCA made a submission to the Council's public exhibition of the Community Heritage Study. There were a number of Bundanoon properties included for consideration for heritage status and an addition to the Bundanoon (heritage) conservation area. We supported the consultation being undertaken and the work put in by community members, including BCA members, in identifying and assessing potential properties. We suggested that owners of Heritage listed properties and those in Heritage Conservation Areas receive a token rate reduction – both as an acknowledgement of their properties and a reminder on their rates notices of the status of the properties.
- e) **Correct name for our Hall** – when using the name of the Hall in communications, a gentle reminder to subcommittee convenors and Hall users that the name of the Hall is the **Bundanoon Soldiers' Memorial Hall** or when used locally the **Soldiers' Memorial Hall**. Soldiers must always have the plural noun possessive apostrophe to indicate it is for multiple soldiers and not just one.
- f) **E-newsletter** – many thanks to Ted Ayres for taking on and refreshing the format of the BCA's monthly e-newsletter. The bulletin reaches over 500 people and items are reposted onto the Community Noticeboard (thanks to Robyn for this). The newsletter is for items of interest to Bundanoon, not only for BCA events.

#### 7. Subcommittee Activities (or updates)

- a. **Bundanoon Sings!** (From Geoff McCubbin) Our choir is working hard towards their "Carols by Fairylight" concert on Saturday 16 December. Director Trudee Green has prepared an exciting and varied program, from the gentle and beautiful to full-on Christmas cheer - with Australian touches. There will be solo and small group items as well as full choir singing. Tickets will shortly be available on Trybooking.
- b. **Melting Pot** – a successful Crash Test Drama

#### 8. Any Other Business or Announcements?

- 9. **Guest Speaker Michele Lanigan - Manager Pop In.** Pop In Southern Highlands, based in Moss Vale, provides support to women and children navigating domestic and family violence. Pop In opened in 2019 and since then has provided support to have 400 women and children annually. Michele will speak to Pop In's unique model and how they can assist the community of Bundanoon.

#### Refreshments

**Next meeting: General Meeting**, 21 December 2023 at 7.30 pm  
Supper Room, Bundanoon Soldiers' Memorial Hall.

Final meeting for 2023, NB no January meeting.

**DRAFT**

GENERAL MEETING

Supper Room

Bundanoon Soldiers' Memorial Hall

Thursday 19th October 2023

AGENDA

Acknowledgement of Country, and Welcome to members and visitors

Attendance and Apologies: Bruce Marshall; Pamela Jane

1. Confirmation of Minutes – BCA General Meeting, 21 September 2023  
Confirmed Jeremy Tonks; Seconded Jonathan Melrose-Rae
2. President's Report  
Welcomed new committee members: Genevieve Grayson, Siobhan Flattery, and Andrew Rennie
3. Correspondence  
Ralph Clarke gave president copies of earliest JCGs, which will be scanned and placed online.
4. Report of Committee Meeting 5 October 2023
  - a) Implementation of new Risk Assessment Form to be completed by all hall users
  - b) Budget for Winterfest 2024 endorsed
5. Treasurer's Report Confirmed Lee Borradale, Seconded Ted Ayres
6. GENERAL BUSINESS
  - a. External Stairs – Council to ask for balance of funds from their quarterly review process
  - b. Loft Access – in progress
  - c. Disability Parking spot – approved by Council in Church St
  - d. Resilience Expo – Saturday November 10<sup>th</sup> 10 am to 1 pm. Volunteers required
  - e. BCA Xmas celebration – To be held in pool precinct on 2<sup>nd</sup> or 9<sup>th</sup> December.
  - f. Theft of trees at Jubilee Memorial – BCA investigating cost of replacement.
  - g. Art Work – Catherine Hanes presented "Under The Wings" for permanent display in Supper Room. Catherine explained the collage composition and background.
  - h. Bundanoon Heritage Rail Station – BCA involved with Bundanoon History Group.  
Presentation of project will be made at next History Group meeting at 10 am Monday 13 Nov in the Hall
7. SUB COMMITTEE UPDATES
  - a. Cinema Rex – Appleton Ladies Potato Race to be screened. Producers and actors will be present on the red carpet. Free event but tickets already "sold out"
  - b. Garden Ramble – progress report. Stalls in every garden.

*Attachment One – Minutes of previous meeting*

- c. Bundanoon Pipe Band – about \$1000 raised at Bunnings Sausage Sizzle
- d. Melting Pot – “Haunting” postponed till May 2024.  
Crash Test – have 4 scripts, 2 more wanted
- e. Bundanoon Ukesters – very successful concert

8. OTHER BUSINESS

- a. Lee Borradale advised Polio Day Tues Oct 24 and asked for BCA donation
- b. Christine Miller advised numbers of Yes and No votes in Bundanoon  
Neil Wright advised that some in village had commented that BCA indicated support for the Yes vote. President replied that the meeting wasn’t political, and only presented information on the wording and background from a constitutional lawyer involved in the wording. BCA is apolitical. President also acknowledged Winsome Hall and her husband for their support in assisting with our guest speaker.
- c. Ted Ayers – requested content for BCA E-newsletter
- d. President advised of road closures during Bowral Classic
- e. Christine Miller commented on walkers and asked that they walk towards oncoming traffic to avoid accidents.
- f. Greg Olsen spoke about Bundanoon Walks on Monday and Friday mornings

GUEST SPEAKER Viv May, Administrator WSC spoke and answered questions.

Next meeting: General Meeting, 16 November 2023 at 7.30 pm

Supper Room, Bundanoon Soldiers’ Memorial Hall

## President's Report 16 November 2023

Garden Ramble – perfect weather and perfect event. Whoever prayed to the weather gods for the Garden Ramble had those prayers answered. A refreshing splash of rain the day before to put a sheen on the gardens and then sunny but not hot for Saturday and Sunday. Even Telstra's mobile data network in Bundanoon being down failed to make a major impact. Eight wonderful and varied gardens, special events in some of the gardens and a bustling garden market in the Hall. There is the core subcommittee who works for many months, then the volunteers on the day including our fleet of bus drivers and conductors. And the garden owners, who work for many months to make their gardens a showcase of gardening in Bundanoon. Well done to all.

The Resilience Expo is an important event to encourage us all to be more resilient. Resilience is made up of prevention – can we stop the unwanted event, preparedness – getting ready for if/when the event occurs, response – effective steps of the event occurs, recovery – after the event moving to a new position. We know we are in for more challenging uncertain times and the Expo will provide tools and information. We have some preparedness “goodies” for attendees and the organisations participating have plenty of information and good advice to help build a “resilience ready” Bundanoon.

The Christmas party on 2 December is aiming to delight and involve all ages. A pool party (free entry), Barefoot Bowls (free) and social tennis (free) are the attractions. Fingers crossed for fine weather.

I recently met with Lisa Miscamble, General Manager of Wingecarribee Shire Council. This is a meeting organised to meet all village association Presidents on a regular but infrequent basis. We discussed: access to the old projector room in the Hall, the value of Bundanoon Pool to the community, the Community Heritage study, the Burgess Street land parcel and lot consolidation, Hall maintenance requests, off-leash dog park and reminders that dogs must be on leads in all other places, tourism information bay, Place Plan, wildlife awareness signs, more footpaths and the maintenance of Picnic Park.

## **CORRESPONDENCE**

**Correspondence** – Summary of major items below from 4 September to 4 October

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

- a) Council various press releases
- b) Council re meeting with President and GM
- c) Council re repairs to external access stairs
- d) Tyro re eftpos terminals for Ramble
- e) BenQ re data projector
- f) Bundanoon Swimming Club, Tennis Club, Bowling Club, Council re Christmas Party at recreation precinct
- g) Various agencies – correspondence re Resilience Expo
- h) Various – orders for Readiness Expo "Show bag" items – bags, hivi vests, solar/battery chargers, snake bandages
- i) Onemusic – licence for performing music
- j) Bowral Classic – clarifying road closures
- k) NSW Police – stolen trees report
- l) Enquiry from WA re Bundanoon as a place to live
- m) Council re draft Heritage Conservation Area letter to owners
- n) Canva re not-for-profit subscription
- o) Telstra tower team re extended mobile tower outage during extreme fire danger days
- p) Council re meeting prior to loft ladder installation
- q) Council re Remembrance Day service
- r) Exeter Village Association re Community Heritage Study
- s) National Symbols Office – various flag flying notifications
- t) Response to Council's Community Heritage Study

## **COMMITTEE UPDATE – November 2023**

The Committee met on 2 November. 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.

On the advice of the Hall Convenor, the Committee endorsed a recommendation that on days of catastrophic fire danger in Bundanoon the Hall would be closed except for emergency briefings and other related events.

Blister pack recycling – the Committee endorsed a request that the BCA part fund a trial in the chemist for medicine blister pack recycling. This will be approximately \$90.00.

Storage facility – we are following up on an offer for a storage space in Bundanoon. We are still seeking quotes for the planned facility.

President and BCA events – the Committee endorsed a proposal that the President should be invited as a guest of the subcommittee to BCA events. This is a small recognition of the volunteer work and responsibility of the President. Some events, such as the Garden Ramble already provide a double pass.

Membership software – members whose membership has lapsed by more than three months will be removed from the membership database. Multiple emails have been sent. At present there are about 80 lapsed members and 420 active members.

## TREASURER'S REPORT BALANCE SHEET

### Bundanoon Community Association Incorporated As at 31 October 2023

|                                 | 31 OCT 2023       | 31 DEC 2022       |
|---------------------------------|-------------------|-------------------|
| <b>Assets</b>                   |                   |                   |
| <b>Bank</b>                     |                   |                   |
| BCA Inc (4 Months)              | 50,629.86         | -                 |
| BCA Inc (6 Months)              | 50,000.00         | -                 |
| BCA Statement Account 741       | 32,941.15         | -                 |
| BDCU Account                    | -                 | 10,280.97         |
| BDCU Online Saver               | -                 | 137,306.13        |
| BDCU VISA Debit Card            | -                 | 1,737.86          |
| Savings Account                 | 5,381.05          | -                 |
| Visa Debit Card                 | 695.60            | -                 |
| <b>Total Bank</b>               | <b>139,647.66</b> | <b>149,324.96</b> |
| <b>Current Assets</b>           |                   |                   |
| Accounts Receivable             | 12,639.94         | 4,808.00          |
| Cash Floats                     | 650.00            | 650.00            |
| Float                           | 908.00            | 908.00            |
| Petty Cash Floats               | 3,050.00          | 50.00             |
| Square Balance Adjustments      | 125.02            | 125.02            |
| Trade Debtors                   | -                 | 3,236.85          |
| <b>Total Current Assets</b>     | <b>17,372.96</b>  | <b>9,777.87</b>   |
| <b>Fixed Assets</b>             |                   |                   |
| Accum. Depreciation: Computers  | (6,284.15)        | (6,284.15)        |
| Accum. Depreciation: Equipment  | (37,266.91)       | (37,266.91)       |
| Accum. Depreciation: Furniture  | (26,837.35)       | (26,837.35)       |
| Computers at Cost               | 7,925.25          | 7,925.25          |
| Equipment at Cost               | 71,884.09         | 71,884.09         |
| Furniture at Cost               | 55,540.55         | 55,540.55         |
| Inventories                     | 2,616.60          | 2,616.60          |
| <b>Total Fixed Assets</b>       | <b>67,578.08</b>  | <b>67,578.08</b>  |
| <b>Non-current Assets</b>       |                   |                   |
| GST Clearing                    | (2,244.00)        | -                 |
| <b>Total Non-current Assets</b> | <b>(2,244.00)</b> | <b>-</b>          |
| <b>Total Assets</b>             | <b>222,354.70</b> | <b>226,680.91</b> |



## Treasurer's Report

### Liabilities

| <b>Current Liabilities</b>       |                   |                   |
|----------------------------------|-------------------|-------------------|
| Accounts Payable                 | (20.00)           | (20.00)           |
| Accruals                         | -                 | 2,100.00          |
| GST                              | 139.96            | 2,841.67          |
| Hall Bonds Held                  | 2,700.00          | 1,050.00          |
| Square Balance                   | 125.02            | 125.02            |
| Trade Creditors                  | -                 | 513.00            |
| <b>Total Current Liabilities</b> | <b>2,944.98</b>   | <b>6,609.69</b>   |
| <b>Total Liabilities</b>         | <b>2,944.98</b>   | <b>6,609.69</b>   |
| <b>Net Assets</b>                | <b>219,409.72</b> | <b>220,071.22</b> |
| <b>Equity</b>                    |                   |                   |
| Current Year Earnings            | (661.50)          | 12,144.36         |
| Prior Year's Surplus/Deficit     | 220,071.22        | 207,926.86        |
| <b>Total Equity</b>              | <b>219,409.72</b> | <b>220,071.22</b> |

## PROFIT AND LOSS YTD

### Profit and Loss

**Bundanoon Community Association Incorporated**  
**For the 10 months ended 31 October 2023**

JAN-OCT 2023

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#### Trading Income

|                             |                   |
|-----------------------------|-------------------|
| Advertising Income          | 27,063.14         |
| Donations Received          | 700.00            |
| Grants Received             | 15,388.00         |
| Hall Hire - External        | 14,959.74         |
| JCG Subscription            | 18.18             |
| Membership Fees             | 1,879.40          |
| Merchandise Sales           | 1,119.55          |
| Raffle Income               | 631.81            |
| Refreshments Income         | 1,671.31          |
| Refund Income               | 1,689.09          |
| Sponsorship                 | 6,000.01          |
| Stalls                      | 5,037.73          |
| The Good Yard Rent Rebate   | 6,366.92          |
| Ticket Sales - Events       | 63,781.75         |
| <b>Total Trading Income</b> | <b>146,306.63</b> |

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**Gross Profit** 146,306.63

#### Other Income

|                           |                 |
|---------------------------|-----------------|
| Interest Income           | 1,603.38        |
| <b>Total Other Income</b> | <b>1,603.38</b> |

#### Operating Expenses

|                        |           |
|------------------------|-----------|
| Advertising            | (148.91)  |
| Bank Fees & Charges    | 89.10     |
| Cleaning               | 7,493.15  |
| Consumables            | 2,015.31  |
| Donations Given        | (644.20)  |
| Equipment Purchases    | 5,743.02  |
| Gifts                  | 1,036.10  |
| Hire & Rental Costs    | 29,723.57 |
| Insurance              | 6,945.11  |
| License Fees and Films | 1,114.20  |
| Online Subscription    | 1,522.45  |
| Other Expenses         | 2,181.29  |
| Performer Fees         | 12,120.46 |
| Piano Tuning           | 327.28    |
| Postage                | 619.76    |
| Printing               | 22,737.95 |
| Production             | 10,761.81 |
| Professional Services  | 19,316.03 |
| Refreshments           | 5,133.67  |

## Treasurer's Report

JAN-OCT 2023

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|                                 |                   |
|---------------------------------|-------------------|
| Refunds                         | 396.37            |
| Reimbursements                  | 1,689.09          |
| Samples/Promotion               | 4,992.26          |
| Signage                         | 352.55            |
| Square Fees                     | 80.35             |
| Stationery                      | 1,288.11          |
| Storage                         | 3,763.60          |
| Trade Services                  | 14.55             |
| Transport Hire                  | 1,160.50          |
| Utilities                       | 1,879.20          |
| Volunteer Expenses              | 39.09             |
| Waste Removal                   | 1,554.32          |
| Workshop Providers & Tutors     | 3,274.37          |
| <b>Total Operating Expenses</b> | <b>148,571.51</b> |

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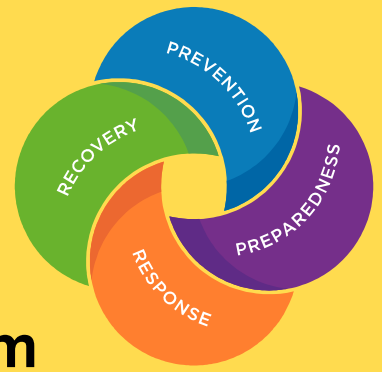
|                   |                 |
|-------------------|-----------------|
| <b>Net Profit</b> | <b>(661.50)</b> |
|-------------------|-----------------|

# BUNDANOON

it's time to get

## RESILIENCE READY

Saturday 18 November 10am to 1pm  
Soldiers' Memorial Hall



### ACTIVITIES

- Pick up and start/revise your RFS Fire Plan
- Pick up and start/revise your Red Cross Rediplan
- Try your hand at CPR on our feedback manikin - apply an AED
- Apply a snake bandage
- Get Emergency Apps on your phone
- Get expert advice to help build your household resilience and readiness

### EXHIBITORS

- Rural Fire Service
- Red Cross
- State Emergency Service
- Wingecarribee Shire Council
- NSW Reconstruction Authority
- NBN Co
- Quest for Life
- Southern Highlands Community Foundation
- Community Fire Unit
- Living Connected
- ... and more

### FREEBIES

GO BAG/SHOW BAG to store plans etc including Hi-Vis vest and snake bandage (one per household, to the first 300 households)

Solar/USB battery bank - in return for filling out our post Expo questionnaire - to the first 150 households

The Bundanoon Community Association has organised **The Resilience Ready Expo** to assist residents of Bundanoon and surrounding locations to be as well prepared as we can be - ready for (almost) anything.

