

BUNDANOON COMMUNITY ASSOCIATION INC.

GENERAL MEETING

Bundanoon Soldiers' Memorial Hall

Thursday 15th August, 2024

AGENDA

Acknowledgement of Country, Welcome to Members and Guests

Attendance and apologies

1. Confirmation of Minutes of July 18th 2024, General Meeting

Attachment 1

2. President's Report

Attachment 2

3. Correspondence

Attachment 3

4. Report of Committee Meeting 01st August, 2024

Attachment 4

5. Treasurer's Report

Attachment 5

6. General Business

- 1) **Soldiers' Memorial Hall** – Thank you to all who participated in this advocacy to save our hall.
- 2) **90th Anniversary of the Soldiers' Memorial Hall** – the Committee resolved to host event, in consultation with other interested parties to commemorate the 90th Anniversary of the Hall. Due to current Hall bookings the event is planned as a Morning Tea at 10am on the 19th October – the 90th Anniversary.
- 3) **Meet the candidates** – The Committee has confirmed the 19th August, 6pm – 8pm to host a meet the candidate's event for the upcoming local council shire. Currently there are 13 members standing.
- 4) **Burgess Street** – The Committee is progressing the lot consolidation process with Highland Gathering and the Men's Shed. Further meetings with all parties are being scheduled.
- 5) **Bundanoon Pool** – Potential closure of Bundanoon Pool – Council's Recreational Strategy includes a Regional Centre in Mittagong that is budgeted for \$85 million and if it goes ahead, it also recommends the closure of Bundanoon Pool. The Committee has agreed to explore the strategy further and consult with the community on the appropriate response to council.
- 6) **Hall Chairs** - Removal of dotted chairs in Main Hall. The Committee is going to remove the eighteen dotted chairs, it will remove the problem of mis-stacked chairs in the Hall. There are 150 chairs without the dots, and this would mean a max of 150 seated for any events.
- 7) **Hall Convenor** – The Committee welcomes Mr Dean Carey as the new Hall Convenor.
- 8) **Community Emergency Hub pilot** – WSC notified BCA of grant funding application to pilot the concept in Bundanoon. BCA as requested further information.

9) Other Business

Sub-committee reports – details on all sub-committees are available on the BCA Website

The Bundanoon Pipe Band

During the Bundanoon Pipe Band's recent Annual General Meeting the following Officers were elected:

Convenor: Trevor Wright

Secretary: John Pearce

Treasurer: Tanya Zusak

Pipe Major: Andy Thomson

Drum Major: Tanya Zusak

Our first Committee meeting to plan the next twelve months discussed: issues of fundraising, further performances, insurance issues and increasing the number of players in the band.

FUND RAISING: items included donation boxes in the village, street raffles, payment for performances, barbeques, trivia nights and raffle nights at the Bundanoon Club.

We decided, with regret, not to perform at the Canberra Highland Gathering as several of our members were not available. Last year this attracted a significant performance fee to the Band.

Performances at Winterfest, Warrigal Highland Gatherings and Burns Night were agreed to be continued and enhanced where possible.

A possible addition to our code of conduct was mooted to include compulsory membership of the BCA to assuage any problems of legal action against non-insured members of the Band.

The Bundanoon Primary School has been contacted to assess the possibility of including junior players in the Band. This may impact on our fundraising activities to provide chanters, junior bagpipes and drums for prospective junior members. Mentoring and tutoring of adults and children are provided free of charge. Currently there are 2 adult learner pipers progressing well. It was agreed to hold 3 - 4 Administrative Committee meetings per year.

Trevor Wright - Convenor

The Green Team

The Green Team have enjoyed a longer than usual winter break this year due to the wetter and colder weather. However, we will be reconvening on the 13th of August for a Working Bee to get stuck into some weeding. We trust that Bundanoon has enjoyed the display of Jonquils and Daffodils at both ends of the village and we thank the Team for their efforts through the year.

John White – Convenor

Garden Ramble

Hints of Spring are appearing in gardens and streets around Bundanoon and it is less than three months until the 2024 Bundanoon Garden Ramble. One garden has pulled out and we are hoping to find another garden willing to open.

We are also hoping for lots of volunteers to sign up to at the next meeting of The Bundanoon Garden Club. Each volunteer receives a free ticket to the Ramble and people really enjoy welcoming visitors to the gardens. Anyone is welcome to volunteer, we need 64 people to

welcome visitors. Chris Downie already has a number of volunteer drivers and assistants to man the shuttle buses, apparently there is a bit of competition for the best playlist on the buses!

We have had moderate success with the Early Bird tickets which are available until the end of the month.

A flyer and poster have been designed and these will start appearing in shops, nurseries and the Mittagong Information Centre from September.

Tessa Spencer - Convenor

The Melting Pot Theatre

Melting Pot Theatre is in rehearsal mode for A Midsummer Night's Dream. The cast has spent the last two weeks learning Laban techniques and will commence script reads and stage blocking in the coming weeks. Many thanks to our Laban instructor Alesha Elbourne. Tickets are on sale at <https://www.trybooking.com/COVGZ>

Ted Ayers – Convenor

Soldiers' Memorial Hall

Welcome Mr Dean Carey as the newly appointed Convenor. Thank you to Lyndel Giuliano for her support and exceptional care of the Hall.

Dean Carey – Convenor

Bundanoon Ukesters

Convenor Anton is pursuing his theatrical interests so Andy will be convenor for the rest of 2024. We are a group of over twenty and have between 12 to 20 players of all levels on our Monday night get together. We played at the August Makers Market on a chilly morning but beautiful day and delighted our audience.

All are welcome 7pm Mondays in the Supper Room during school terms. Next Monday is Meet the Candidates so we have cancelled the 19th of August.

Andy Carnahan - Acting Convenor

Jordan's Crossing Gazette

Nothing to report this meeting.

Christine Janssen – Convenor / Editor

Bundanoon Plastic Free as we can be

Nothing to report this meeting.

Greg Olsen – Convenor

Welcome Bundanoon

No update for this meeting.

Catherine Andrews – Convenor

Our Place Bundanoon

No update for this meeting.

Bundanoon Sings!

No update for this meeting.

Lisa Bonavia - Convenor

Rex Cinema

No update for this meeting.

Stuart Reid - Convenor

Music at 11

No update for this meeting.

Pamela Jane – Convenor

Winterfest 2024

No update for this meeting.

Leaver Park Group

No update for this meeting.

Christine Miller - Convenor

Needles and Natter

No update for this meeting.

Meredith Brooks - Convenor

Picnic Park

No update for this meeting.

Geoff Pollard - Convenor

Glow Worm Glen Track

No update for this meeting.

Liz Norrie – Convenor

Guest Speaker Wingecarribee Shire Council Administrator – Mr Viv May

Next Meeting: Thursday 19th September, 2024

Attachment 1 – Draft minutes of previous meeting

DRAFT MINUTES BUNDANOON COMMUNITY ASSOCIATION INC.

GENERAL MEETING

Bundanoon Soldiers’ Memorial Hall

Thursday 18th July, 2024

MINUTES

Acknowledgement of Country, Welcome to Members and Guests

Attendance and apologies – Christine Miller

1. Confirmation of Minutes of June 20th 2024, General Meeting

Attachment 1 – Confirmed by Geoff Pollard / Seconded by Dean Carey

2. President’s Report

Attachment 2 – delivered verbally

3. Correspondence

Attachment 3 - acknowledged

4. Report of Committee Meeting 06th June, 2024

Attachment 4 - acknowledged

5. Treasurer’s Report

Attachment 5 – Confirmed by Henk Janssen / Seconded by Jeremy Tonks

Question raised in regard to the contribution of the Rental income from the Good Yarn and it’s allocation to the Shed fund. Treasurer advised that the Committee moved to have the rental income from the Good Yarn go to cover the costs of the hall maintenance several months ago.

6. General Business

(a) Southern Villages War Memorial – Council Public Consultation on the policy regarding war memorials – update. The BCA acknowledges and thanks the community for responding to the request to action. Over 300 submissions against the policy changes. Council have indicated they will exclude curtilage and advertising restrictions for the Hall. Thank you to all who participated in this advocacy to save our hall. **Covered under the President’s Report.**

(b) 90th Anniversary of the Soldiers’ Memorial Hall – the Committee resolved to host event, in consultation with other interested parties to commemorate the 90th Anniversary of the Hall. Due to current Hall bookings the event is planned as a Morning Tea at 10am on the 19th

October – the 90th Anniversary. **Low key event open to all members of the community more details to follow.**

- (c) **Meet the candidates** – The Committee has tentatively reserved the 12th or 14th August to host a meet the candidate's event for the upcoming local council shire. Currently there are 13 members standing. Further details to follow. **Some confusion from the council as to when nominations close, however, meet the Candidates event in Bundanoon will now be held on Monday 19th August – details to follow.**
- (d) **Burgess Street** – The Committee is progressing the lot consolidation process with Highland Gathering and the Men's Shed. **Further meetings with all parties are being scheduled. – on going discussions with all three parties to consolidate the plots and move forward on the storage shed for the BCA.**
- (e) **Warrigal Welcome Event** – The Committee has received a proposal for financially supporting the event and has requested further information. The proposal currently includes additional costs for filming the event along with reduced representation from the community. The Committee has requested further information from the organisers. **Lyn Morehen explained PALM – Pacific Islander Australian Migrant workers and continued with an update on the Welcome event which is to acknowledge their contribution to the village. The planning of the event has been challenging and rewarding with many moving parts. Event date 18th September. Event is in good shape. The event will showcase the dancers of the five nations represented at Warrigal, catering will be provided, the event will be professionally filmed, the film will be a record for the PALM staff for sharing with relatives in their home countries, this event will be as inclusive as possible within regards to the budget and venue. We will amend and resubmit our budget to the BCA Committee with a lower budget – keeping our activity simple. The President thanked Lyn for the update and advised that the BCA will follow up directly with organisers.**
- (f) **Tech & Tea** – The Committee advises that Living Connected are providing free help with computers, tablets and more at the Soldiers' Memorial Hall, 25th July 10.30am – 12.30pm. Flyer attached. *Promoted by President under verbal report.*

7. Other Business

Picnic Park – update from Geoff Pollard – earlier in the year we looked at the liability of taking the licence for the land, which is the current Picnic Park, via the BCA– BCA executive looked at the submission that the sub-committee put forward and agreed not to hold that responsibility.

The property team of the WSC were then approach to take over the responsibility of the land with the BCA as be the primary stakeholder for the land. Recent representations were made to the property team, and they have been provided resources from the sub-committee. A report was then made to the WSC Executive Team, and we are awaiting the outcome of the review.

Lights on the sub-division – Local Heritage Committee has been speaking to the WCS in regards the lights being left on and raised the issue of the lights being turned off when there is no one on site or where they are not required.

Leaver Park – Working in the Bush – advised that enquiries from WCS at how Bush Care works in Leaver Park with the possibility of the participation of the Bundanoon Primary School.

The Hall – the loft (lights and sounds area) thanks to Dean Carey for amazing work on bringing that into a better condition.

The Hall – lighting issues in the vestibule have been noted and raised with WCS for fixing, issues arise during rain so WCS is now considering replacing the roof on the vestibule as well.

The Hall – with the resignation of the current Hall Convenor, the President requested that all users of the Hall please use the Hall correctly – and follow the instructions as outlined on the agreements under usage.

8. Sub-committee reports – details of all sub-committees are available on the BCA Website - tabled

Meeting closed at 8:25pm

Attachment Two – Presidents Report

President Report

President will provide verbal update on the night

Attachment three – Correspondence

Correspondence received 18th July – 15th August

Dementia Australia – notice of upcoming event – “Moving into Residential Care”

WCS – Grant funding confirmation of \$7,000 for Winterfest 2024

WCS – Your Voice Matters – community notice on policies under consultation

WCS Press Release - \$200k AI grant to streamline Development Applications

WCS Press Release – New Elevated footpath on Erith Park Road open

WCS Press Release – New Reconciliation Action Plan

WCS Press Release – Community Consultation on New Aquatic Centre

WCS – Pilot Community Emergency Hub

Update on Spring Hill Development for e-newsletter

Quest For Life – request for reference for submission

Southern Highlands Carriage Club – postponement of International Event

Bendigo Bank – statements

Unicorn Insurance – renewal of public / event liability

Penrose Community Association – notification of event – “What’s Killing our Trees”

Penrose Community Association – notification of event – “Balls and Chains”

Attachment four – Committee Meeting Notes

Notes of the Committee Meeting of the Bundanoon Community Association Inc.

01st August , 2024

The Committee met on the 01st August, 2024. Below are the 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 at the end of the meeting.

- (a) Warrigal Workers event – updated budget and request to proceed was not received prior to the meeting. Committee agreed to support the event with \$500 contribution towards catering.
- (b) Burgess Street – update on consolidation of lots including email from Southern Highlands Gathering and Men’s Shed regarding the Development Application.
- (c) Commemorative Trowel – update on the creation of the trophy cupboard. Agreed to leave trowel in current location.
- (d) 90th Anniversary of the Soldiers’ Memorial Hall – update on the progress of the morning tea to acknowledge the anniversary.
- (e) Stream Train visit occurring on the 26th only – but all still on train (pardon the pun).
- (f) Meet the Candidates- event confirmed 19th August with Patrick Fitzgerald to MC:
- (g) Strategic Planning Day – to be rescheduled.
- (h) Potential closure of Bundanoon Pool – Council’s Recreational Strategy includes a Regional Centre in Mittagong that is budgeted for \$85 million and if it goes ahead, it also recommends the closure of Bundanoon Pool.
- (i) Removal of dotted chairs in Main Hall. If the eighteen dotted chairs are removed, it will remove the problem of mis-stacked chairs in the Hall. There are 150 chairs without the dots, and this would mean a max of 150 chairs.
- (j) Approval for events and insurance. Need to be careful to ensure approval for events.
- (k) Piano hire for Hall – It has been recommended that Convenor of Arts Bundanoon is approver for any hire of Grand Piano.
- (l) Invitation to Mr Viv May to attend the August General Meeting.
- (m) Proposal for Piloting Community Emergency Hub (attached 5)

Next meeting Committee meeting Thursday 05th September 2024

Attachment five – Treasurers Report

Balance Sheet

Bundanoon Community Association Incorporated

As at 12 August 2024

Account	12 Aug 2024	12 Aug 2023
Assets		
Bank		
BCA Inc (4 Months)	36,968.70	50,000.00
BCA Inc (6 Months)	51,974.34	50,000.00
BCA Statement Account 741	9,709.92	3,867.73
Sandhurst Select 90 Fund	16,500.00	0.00
Savings Account	11,819.33	17,341.86
Visa Debit Card	2,407.09	636.07
Total Bank	129,379.38	121,845.66
Current Assets		
Accounts Receivable	5,815.20	2,677.90
Cash Floats	0.00	650.00
Float	0.00	908.00
Petty Cash Floats	560.00	50.00
Total Current Assets	6,375.20	4,285.90
Fixed Assets		
Accum. Depreciation: Computers	(6,725.45)	(6,540.47)
Accum. Depreciation: Equipment	(42,409.59)	(40,253.87)
Accum. Depreciation: Furniture	(28,710.95)	(27,925.58)
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	2,273.60	2,616.60
Total Fixed Assets	59,777.50	63,246.57
Total Assets	195,532.08	189,378.13
Liabilities		
Current Liabilities		
Accounts Payable	0.00	49.98
GST	1,998.65	694.81
Hall Bonds Held	1,600.00	1,350.00
Total Current Liabilities	3,598.65	2,094.79
Total Liabilities	3,598.65	2,094.79
Net Assets	191,933.43	187,283.34
Equity		
Current Year Earnings	(13,193.84)	(32,787.88)
Prior Year's Surplus/Deficit	205,127.27	220,071.22
Total Equity	191,933.43	187,283.34

Profit and Loss

Bundanoon Community Association Incorporated
For the period 1 January 2024 to 12 August 2024

Account	1 Jan-12 Aug 2024	1 Jan-12 Aug 2023
Trading Income		
Advertising Income	14,871.85	17,726.92
Donations Received	4,859.95	4,353.75
Grants Received	3,000.00	0.00
Hall Hire - External	12,483.98	7,390.09
JCG Subscription	0.00	18.18
Membership Fees	959.28	1,705.37
Merchandise Sales	1,087.05	1,061.31
Raffle Income	1,373.44	631.81
Refreshments Income	50.00	0.00
Refund Income	67.09	1,689.09
Sponsorship	5,454.55	6,000.01
Stalls	7,954.61	2,160.94
The Good Yard Rent Rebate	7,428.07	6,432.92
Ticket Sales - Events	33,520.24	34,413.00
Total Trading Income	93,110.11	83,583.39
Gross Profit	93,110.11	83,583.39
Other Income		
Insurance payments made	1,300.00	0.00
Interest Income	2,484.28	934.33
Total Other Income	3,784.28	934.33
Operating Expenses		
Advertising	(293.64)	(148.91)
Bank Fees & Charges	13.24	89.10
Cleaning	5,336.78	5,513.15
Consumables	2,066.20	1,589.92
Depreciation	0.00	4,331.51
Distribution Costs	453.41	0.00
Donations Given	550.00	2,451.80
Equipment Purchase - Capital	6,780.00	0.00
Equipment Purchases	218.46	1,637.83
Gifts	151.82	1,036.10
GST Payment	1,798.00	0.00
Hire & Rental Costs	19,747.27	29,146.07
Insurance	5,496.27	6,945.11
License Fees and Films	2,141.18	622.72
Online Subscription	2,014.57	1,143.35
Other Expenses	1,397.27	459.57
Performer Fees	10,559.09	6,940.91
Piano Tuning	0.00	327.28
Postage	408.92	485.56
Printing	13,593.64	15,891.88
Production	5,465.44	7,997.75
Professional Services	9,926.30	16,184.21
Refreshments	6,224.58	2,725.08
Refunds	533.64	23.64
Reimbursements	0.00	1,689.09



Bundanoon Community Association (BCA)

Repairs & Maintenance	1,442.56	0.00
Samples/Promotion	0.00	148.36
Signage	0.00	20.00
Sponsorships - Local	454.55	0.00
Square Fees	3.41	65.79
Stationery	549.61	780.17
Storage	2,749.11	3,010.88
Subscriptions	86.36	0.00
Trade Services	5,781.60	0.00
Transport Hire	0.00	581.82
Utilities	2,028.75	1,110.00
Volunteer Expenses	0.00	39.09
Waste Removal	1,569.84	1,192.40
Workshop Providers & Tutors	840.00	3,274.37
Total Operating Expenses	110,088.23	117,305.60
Net Profit	(13,193.84)	(32,787.88)