

## Meeting Minutes Douglas Park Reserve Management Trust

MEETING: 7<sup>th</sup> June, 2016 at Douglas Park Community Centre

OPENED: 7:37 pm

CHAired BY: Christine T

---

PRESENT: Christine T, Max S, Michelle S, Travis M, Robert S, Keith D, Sue D, Maryanne M & Melissa W.

APOLOGIES: None noted

---

Welcome to all Christine T.

### **Minutes from the Previous Meeting:**

Previous Minutes moved as being correct by Max S, Seconded Maryanne M.

### **Business Arising from the Minutes:**

Defibrillator: Letter received from Douglas Park Wilton Football Club in relation to issues with the placement of the unit. Issues addressed in the letter were considered and discussed. Motion raised by Keith D that this matter had previously been voted on by the executive of Soccer that the original decision of the committee should stand. Seconded by Melissa W. All in Favour. Motion carried. Melissa W to respond to Douglas Park Wilton Football Club.

Defibrillator to be fitted to the LHS Soccer Storage door in the breezeway. It will be key locked (like a post office box) and be OH& S compliant. All installation costs to be approved by the committee.

- Toilet upgrade to be placed on hold on advice from WSC.
- 

### **Correspondence In/Out:**

From	Subject	Received
Christine T	Letter to Little A's requesting a representative attend the meetings	5/05/2016
Christine T	Cupboards - Electrician from Bal Joinery discovered electric need an upgrade.	9/05/2016
Christine T	Cupboards - Quote received for \$2,200 approval granted - safety issues no circuit breakers.	9/05/2016
Maryanne M	Approved Little's A representative request letter with some minor changes	9/05/2016
Maryanne M	DOUGLAS PARK 355 COMMITTEE REP to A. Pickering & D Parrot	10/05/2016
Allie P	Email notifying the committee that Allison P will be the new Little A's Rep.	10/05/2016
Danae L	FW: Volunteers Morning Tea to Celebrate Volunteers Week! 3rd time lucky	10/05/2016
Christine T	Melissa please book the cleaner - Trudy C	10/05/2016
Christine T	Email thanking Bal Joinery for the cupboards and the invoice instructions	11/05/2016
Christine T	Email to Brendan C outlining the background to the Defibrillator site	13/05/2016
Robert S	Email sent by Robert S to Soccer committee outlining Defib b'ground - Insurance suggested	13/05/2016
Brendan C	Letter from the Soccer committee re Defib to be addressed by committee	15/05/2016
Christine T	Response emailed to Brendan - Invitation to the meeting to address the issue. Add item to Agenda	15/05/2016
Christine T	Invoice for CPP Board sent to Michelle S for payment	16/05/2016

Christine T	Email to Lamond requesting a start date for the terracing project	16/05/2016
	Notification that Mt Annan Christian College will be using the facility 1st	
Maryanne M	June	16/05/2016
Maryanne M	AGENDA ITEM - OUTSIDE LIGHT SWITCH IN BREEZEWAY	17/05/2016
	Douglas Park Management Committee - Request June meeting Date and	
Danae L	May Minutes	25/05/2016
Maryanne M	HIRE DOUGLAS PARK HALL 2016-2017 DANCING	25/05/2016
Christine T	SITE VISIT - Mt Annan to view toilet facilities (suggested by Maryanne M)	28/05/2016
	Notification forwarded from WSC start of Terracing due to commence	
Christine T	2nd June	Tue 31/05
Christine T	PHYSIE - Wet Floor unable to start classes. Motion to refund 1 nights hire	Wed 1/06
Maryanne M	Re: PHYSIE Seconded proposal	Wed 1/06
Lauren A	Invitation to Committee Presentation on Draft Master Plans	Wed 1/06
	We Want to Hear Your Thoughts - Draft Master Plans for Douglas Park	
Lauren A	Sportsground	Wed 1/06
Christine T	Re: Invitation to Committee Presentation on Draft Master Plans	Wed 1/06
Christine T	Re: PHYSIE disruption to be placed on the agenda	Wed 1/06
Christine T	RESERVE - Put metal storage cupboards on the agenda	Thu 2/06
Michelle S	May electricity bill - request to pay bill	Thu 2/06
	Received confirmation to pay bills from Christine T, Maryanne M &	
Michelle S	Melissa W	Thu 2/06
	ACTION: request to display IC CPP plaques at Douglas Park Community	
Amber C	Hall	Fri 3/06
Michelle S	May Treasurers Report	Sun 1:12 PM

Correspondence moved by Keith D, seconded Robert S.

**Business arising from correspondence:**

Mt Annan Christian School to be billed for the use of the hall once they have paid their payment. To be discussed at the next meeting.

It was held that the old canteen be used for one-off hires to ensure that unauthorised use of hall does not happen again to the detriment of regular users. Committee agreed to purchase a fridge and microwave for this purpose.

**Treasurers Report:**

Tabled by Michelle S.

Cheque received by South 32 made out to WSC. Christine T to request WSC to bank and credit our account.

Treasurers Report moved by Sue D & seconded by Maryanne M.

**General Business:**

- No oval maintenance.
- CRM to be raised as outside lights are remaining on. Spotlights are now working.
- Email to be sent to all users to attend WSC meeting in relation to the draft master plan for the site.
- Two old metal cupboards in the old canteen to be removed as they have no use. All agreed to offload.
- Tennis Club were successful in applying for funding for a wheelchair accessible clubhouse extension and sun protection. Congratulations.
- Dilly Wonderers requested use of the facility on the 3<sup>rd</sup> Thursday of each month from 9.30am to 11am. Christine T to review.

**Future Projects – Priority List:**

1. Terracing Project
2. Management Plan for Site
3. Pathway/Running Track around oval.
4. Covered seating area – Grand stand.
5. Clear up crown land south of the reserve along Nepean Street (possible BMX track).

**Items for Council Action:**

- Amend sign at the facility – logos incorrect.
- Management Plan for Site
- Monthly CRM Report from WSC.
- Outside Lights to facility.

**Next meeting: Tuesday 2nd August, 2016 at 7.30pm**

**Close:** Chairperson, Christine T closed the meeting.

There being no further business the meeting concluded at 9:05pm.

.....  
Chairperson

.....  
Date