

# Douglas Park 355 management committee

General meeting:

## MEETING DETAILS

<b>Date and Time</b>	20 May 2019 at 7:30pm
<b>Location</b>	Douglas Park Community Hall

1. **Present:** Keith D, Sue D, Maryanne M, Christine T, Max S, Lynne L  
**Apologies:** Leah, Robert, Alison
2. **Business arising from previous minutes**
  - a. Floor cleaning has been paid
  - b. Kate Buick, still confusion as paperwork is going to WSC. DP355 need all current paperwork from WSC
  - c. Funnels light quotes – both jobs (inside and external lighting changed to LED) have been completed and need to be paid.
  - d. Soccer hire agreement – after 3 emails to their committee, we still have not seen a hire agreement. DPWFC are conducting business on the oval without a current hire agreement. What can be done to get this paperwork? Maryanne needs assistance as her emails are going unanswered.
  - e. Little A's key request – have been ordered, still waiting on WSC to deliver them.
  - f. Quote on replacement screen in disabled toilet – this has been done, we now need a tax invoice for payment.
  - g. New stove – still to be done
3. **Treasurers report** – still to be emailed to committee.  
Lynne is very time poor and is happy to stand down from the committee. She expresses that it isn't fun anymore. She will definitely stay until books are ready for audit. Please start looking for a replacement.  
Christine to resend invoices to be paid.

## GENERAL BUSINESS

4. **General Business**
  - a. **Hire for Engagement party** – reported that hall was not cleaned after use, Return of bond was in question. Maryanne was onsite when they were cleaning and mopping. DP355 happy to return bond as user did as requested and leave it clean.
  - b. **Future of DP355** – most members are feeling overburdened and time poor. Lots of discussion on a solution.
    1. Give up and let council manage DP facility.
    2. Add cleaning fee to hire as this is the main concern and hire a regular cleaner after big hire use.
    3. Hire a paid inspector to monitor condition of facility after use.
    4. Being a volunteer is becoming increasingly hard without support.
    5. We need a permanent administrator for the committee who will turn up to meetings.
    6. Have committee members who are active and involved in their user group. Communication is failing as we do not know what they need and they do not know our expectations.
  - c. **Terrace extension** – received another quote to extend to expected length. Lots of email communication between committee. Result: DP355 will not pay extra, contractor has been asked to stop when the money runs out. Lots of rock and shale, slowing down the job. Rock is being relocated to a local and shale to be distributed around the site (??) Who is to pay for this earth works? There has been lots of interference with service pipes to the oval. Is there any plans that list what runs, where? The whole project is a mess. Is WSC the site manager?

- d. **Steps at end of new extension** – it was agreed at this meeting to get a quote to include steps to go down on the southern end of the new wall. This will make the area more user friendly.
- e. **DPWNC** – have requested to have their name change on the council sign. Christine to give Max the contact details. Netball to organise their own sign.
- f. **Terrace Shade cover** – to be added to the project list for this committee. To be of rigid construction.

5. Meeting closed: 8:50PM

6. Next Meeting – 17 June 2019 – 7pm – venue: Macarthur Tavern.

(E&O accepted)