

TAHMOOR REGIONAL SPORTS COMPLEX
355 MANAGEMENT COMMITTEE
MINUTES 21st September, 2023

Held at Tahmoor Sports Ground

Meeting Opened:- 7:00pm

Present:- Joy Rope; David Scrimgeour; Kaylene Scrimgeour; Nyra Moroz; Tully Dee; Craig Matthews; Carol Domsalla, Stephen Bonello; Craig Bethune; Lou Deshto; Nicole Hanger, Damian Aiken

Apologies:- Nadia Badger; Pamella Ellis,

Absent:- nil

Guests:- nil

Declaration of any pecuniary interest or conflict of interest:- nil

Minutes:- From 17th August Meeting presented. Date at the end of the minutes needs correcting. Moved to accept Nyra , seconded by Lou

Business Arising:-

On Hold: Has everyone reviewed their storage needs. Appears to be Dogs that may need more but they will have to measure up and compare old to new and then we can place an argument for additional storage.

Action Items from:

20/07/23

Tahmoor sports ground to purchase the PA system and hooter system from Netball who owned the original one.

Netball offered to sell it for \$750

Motion to purchase at \$750 from netball. It includes PA System, Hooter system and Wireless microphone system.

Moved by Carol. Seconded by Tully.

Unanimous approval Netball need to issue an invoice for \$750

Craig to organise a first aid bed. Deferred to next meeting

Tv and audio for function room discussed, 2 quotes obtained from one company and another two companies approached. Discussed some quotes that were received we are going to keep looking feel that we should stay under \$8k if we can

Craig will get a quote on a Lectern. Deferred to next meeting. Does not need to as it is included in quote from tv place.

Locks on cupboards for the user groups needs to be sorted.

Reviewed cupboard allocation and what locks could be changed. Quote to be obtained by Craig to see how much it will cost to do, then consider. We will get a quote from Advanced access security who are the council provider.

We are willing to buy 20 ish sets of crockery and cutlery for committee meetings and guests.
Maximum budget is \$500 (pending action)

Discussed setting a cupboard aside in the function room for function items, covers for tables etc
Agreed unanimously
Approved maximum budget of \$500

Defibrillator to be transferred to first aid room and foyer. A new defibrillator is coming from a Club association.

A cupboard in the first aid room for the user groups to be set aside to place first aid kit
Approval for purchase of a first aid kit for hirers to utilise. Damian to look into it and advise will seek a budget when we know more.

Damian has identified wall mounted first aid kit from St Johns ambulance for approx \$300
Motion to approve purchase of a St Johns first aid kit for the First aid room. To be wall mounted
Moved by Craig seconded by Kaylene
Motion approved unanimously

Shopping list

Key lock box to be purchased for casual hirers to be able to collect and drop off their key fobs
Budget \$100 to buy one Damian will look into it increased budget to \$500 as we have found a smart one that is installed for just over \$400.
Moved Craig Seconded Carol
Motion unanimous
Will get a quote from lock smith

Financial Report:-

FINANCIAL REPORT SEPTEMBER 2023

- Account ending ***9257: Sportsground main business account, current balance as of 21/09/23- \$11,782.68
- Account ending ***1993 : Sportsground Bonds account, current balance as of 21/09/23- \$3,841.23
- Term Deposit ending ***3609: Sportsground Term Deposit account, current balance as of 21/09/23- \$51,612.49.

Bills paid to date for August/September 2023

- Blinds for Function room; \$2,450
- Advanced Access Security: \$193.60
- Items for sportsground: \$67.25 (Reimbursement Secretary) Hose/tv antennas
- Showpiece commercial Cleaning: \$338.80
- Bingo Bins trash removal: \$33.55 (recycling)
- Bingo Bins trash removal: \$94.60 (red bins)
- Items for sportsground: \$52.35 (Reimbursement Booking Officer) BBQ supplies.
- Items for sportsground: \$269.11 (Reimbursement Secretary) Tablecloths

ASSETS PURCHASED FOR SPORTSGROUND

- Blinds for function room
- Tablecloths for function room
- Miscellaneous cleaning/bbq supplies
- Miscellaneous hose/tv antenna

Treasurer notes.

- Xero platform is still being slowly integrated for treasurer use. This is a slow process with the transition of data but hopefully within the next month or so, this platform should be ready to use, indefinitely.
- Council Audit for the financial year 22/23 has now been submitted to council for assessment.
- A big thank you to all the user groups that submitted outstanding payments before submission of books for audit.
- President Joy Rope to organise Treasurer Tully Dee, to be added to Red Energy Electrical account for all communications/queries re: Billing for Soccer/Netball-Athletics accounts.
- IMB Passbook account for main business account has now been closed & account has been merged over from paper statements.

Motion: Moved by David Seconded by Joy;

Ask the accountant how much to ingest the necessary data for this financial year to date to get our books correct on Xero

Pre approved up to \$500 . If it is less than that just get it done.

Unanimous

Correspondence:- 17/08/23 to 21/09/23 = 165emails sent or received on Gmail account Highlights bellow

Blinds selection, install and billing

Access to electrical cupboard for blind installation

Bookings

Saint Anthonys Soccer Gala Day

Location for water bubbler

Follow up on request for quote from Camden cleaning 8/8/23. Nil response to follow up dated 30/08

Advice from council re goal post removal and pitch covering from next year

Table cloths for sports ground

Clarification re approval of food vans that can be used at TSG from council

Enquiries re audio visual system for Function room

Access to guest wi fi

Karcher re hard surface scrubber

Information re solar system and battery from council

Possible locations to install backing fences on little A's field

Accepted Nyra Seconded Kaylene

Bookings:-

Reviewed calendar.

Double up on booking for Karate clashing with PCYC on the 1st Wednesday and the last Monday overlap for 1.5 hours, we have agreed to let karate use room 2 & 3 for a discounted price due to not having room for them in function room

Also another karate group now has a permanent booking Mondays from 5pm to 8pm and Wednesday from 6pm to 8pm
CSIRO have kids science booking here 26th October 1.30pm to 6pm

We received a call today to book the Function room for mediation training for up to 40 people for 4 days but we couldn't take the booking due to karate booking times clashing

User Group Reports:-

TDCC -

Season starts this weekend. The president has asked due to daylight saving etc we need more fobs to be able to diversify training.

4 fobs that have access to the first aid room, dressing rooms, toilets.

WNA -

Season is finished.

WNA presentation this Saturday

PCYC is running a summer comp of netball

TSC -

End of season we had junior presentation on the weekend

The senior presentation is the 14th October

The ladies WML were premiers and are now in champions of champions,

Girls football is to be encouraged so we are going to run training sessions for girls and ladies from February on a Sunday afternoon as long as it doesn't clash with cricket.

We will be running an U21 Colts M League team

WABKC –

Training Wednesday and Friday nights going well. Wednesday night 30th August was cancelled because of electrical storm and Friday, 1st and 8th September due to Spring Fair and State Titles agility competition. Next week will be our last week at Tahmoor.

We need to have our gear moved from the canteen in the old building into our new cupboards and permission to move our fridge and filing cabinet into the new building canteen. We also need to empty our storage room in the hall building and need to move administrative boxes for shows and trials into cupboards. Hopefully, tonight we will be given confirmation of what cupboards we are allocated so not to be double handling.

2 cupboards in First aid room allocated to dogs as well as three cupboards in the Canteen1.

WLA - Nichole Hanger

We will be starting back as of the 13th October

Had a public meeting had 5 join but have lost one already. We have opened registration as of today.

Health and Safety:-

The lumps/ bubbled surface at netball note court 3 and 10 is getting larger and needs to be repaired, it has been reported as a CRM. We need to check on when it was first reported for warranty purposes.

Sprinkler head on the little A's field and uneven ground CRM 53978

Safety of the staircase fire exit the kids or young people can enter the side of the screen and the stair case an additional partition is required (CRM 53988)

We need parking signage on the round about, (CRM 53994)

The number of rabbit holes is getting out of control we need baiting again

Door stoppers for the storage rooms, (CRM No 54000)

General Business:-

Discussed blinds for the function room. We have agreed that we will start with just the one wall which is the western wall. We have two quotes we will do a direct comparison and email it around out of session. That was done and a decision made out of session and blinds now installed.

Nyra has spoken to Peter Myers re 25 years of minutes and we will store them once we get the building.

Storage.

Discussed the need for sports ground to have storage at the new building for common use items, proposal to swap the sports ground storage shed in the old storage area with one of the new ones. no resolution to date.

Meeting goal posts and plan created we have had a fencing guy come in to do a quote.

Building issues:

CRM list discussed

Next Meeting:- 7pm 19th October 2023

Meeting Closed:- 9pm