

THE CAMPBELLFIELD COMMUNITY CENTRE COMMITTEE OF MANAGEMENT

Minutes of the **ANNUAL GENERAL MEETING** of The Campbellfield Community Centre Committee of Management held at the Campbellfield Community Centre, 81 Somerset Road Campbellfield 3061 at 7.30 pm on the 22nd February 2018.

PRESENT

Mansour Rahme	Chairperson
Rosaleen Stagnitta.	Treasurer / Co-ordinator
Lidia Chapman	Secretary
Mario Stagnitta	Member
Joseph Maroun	Council Representative
Dalal Hazim	Council Representative
Peter Faull	Coordinator Governance and Corporate Support
Dana Burnett	Coordinator Community Facilities and Learning Programs

1 APOLOGIES – Nick Coiro

ABSENT- Nil

2 DECLARATION OF INTEREST- Nil

3 CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Annual General Meeting of the Campbellfield Community Centre Committee of Management held on the 23rd February 2017 as circulated be confirmed.

Moved Rosaleen Stagnitta **Seconded** Mansour Rahme **Carried**

4 OUTSTANDING MATTERS ARISING FROM PREVIOUS MINUTES – NIL

Maintenance Log:

Outcomes of discussion and matters pending:

1. The installation of a permanent electrical fixed barbeque in the court yard of the Centre has been approved and will be installed in April along with a gazebo as part of the current renovations.

Motion That the matters arising from previous minutes be noted and that the Committee would like to thank the appropriate people for all the past work carried out at the centre.

Moved: Lidia Chapman **Seconded:** Mansour Rahme **Carried**

5 CORRESPONDENCE:

Incoming:

From Hume City Council Representatives:

18 Dec 2017 from Gavin O'Keefe
re: Adoption of Section 86 Committee Recommendations

15th February 2018 from Peter Faull

Re: Resolutions for AGM (as outlined in item 10 below)

Outgoing:

Dec 2017 an email to Kirsty Pearce wishing her good luck for the future from the Committee members.

Motion: That the correspondence from the Hume City Council as read be accepted.

Moved: Mansour Rahme **Seconded:** Rosaleen Stagnitta **Carried**

6. REPORTS

Annual Chairpersons Report

The Chairperson thanked Mario and Rosaleen for their valuable contributions and the driving force of the Campbellfield Community Centre Committee of Management over their twenty years of service on behalf of the community and the Committee. He acknowledged their tireless efforts to advance and improve the centre and wished them well for the future.

Chairperson, thanked the committee for their achievements in the past 12 months and congratulated the members for their support and commitment to the improvement of the Campbellfield Community Centre, for the benefit of all users.

He wished the incoming team all the best for the future and was confident that they would have the best interests of the local community.

Motion: That the Chairperson's report be accepted.

Moved: Rosleen Stagnitta **Seconded:** Mario Stagnitta **Carried**

7 Treasurer Report

The Treasurer tabled the following financial statement:

Annual statement covering the 8 months' period from 30/6/16 to 22/2/18

Opening Balance	\$14,014.84
Plus Credits	\$16,907.60
Total	\$30,922.44
Less Expenses	\$16,242.83
Closing Balance	\$14,679.61

Term Deposits: \$5000.00
\$14,679.61
Total: \$19,679.61

Motion: That the Annual Statement of accounts for the 8 months ending 22February 2018 be received and adopted and that the Statement be forwarded to the Hume City Council for their records.

Moved: Lidia Chapman **Seconded:** Mansour Rahme **Carried**

8. Confidential Matters Nil

9. General Business:

1. AGL is still in credit.
2. The hall is currently not being used due to the renovations.
3. Peter on behalf of the Hume Council thanked the members of the Committee for their work over the years to develop the centre. He acknowledged Mario and Rosaleen's the attention and commitment to the centre over the many years. He also appreciated the efficient running of the centre.
4. The Hume Council would like to invite the Campbellfield Community Centre Committee of Management to a dinner date to be advised in appreciation of their efforts and service to the community.

Moved: Lidia Chapman

Seconded: Mansour Rahme

Carried

10. Resolutions for AGM: as outlined by Peter Faull

- That in accordance with clause 6.1 of its Instrument of Delegation, the Campbellfield Community Centre Committee of Management disbands and hands back their management responsibilities for the Campbellfield Community Centre to Hume City Council;
- That all keys to pavilions and other buildings currently under the management of the Campbellfield Community Centre Committee of Management be returned to Hume City Council as soon as is practicable;
- That within one month of disbanding all bank accounts held in the name of Campbellfield Community Centre Committee of Management be closed, and all monies from these accounts, along with a statement of closing balances and a statement of income and expenditure showing all income and expenditure transactions up until the date that the bank accounts are closed, be sent to Council.
- That Hume City Council is advised that the Campbellfield Community Centre Committee of Management wishes that all funds transferred to Council from the Committee are to be held for use as required only on expenditure associated with the Campbellfield Community Centre.

Motion: That the Resolutions for AGM as outlined by Peter Faull be accepted.

Moved: Rosleen Stagnitta

Seconded: Lidia Chapman

Carried

11. ITEMS REQUIRING COUNCIL ACTIONS

1. That the annual statement of accounts for the period ended 1st July 2015 to 31st June 2016 is received and adopted and that the statement is forwarded to Hume City Council for their records.

12. The committee discussed that the treasurer and the secretary and any other outstanding payments be finalized before the accounts are closed and handed over to Hume Council.

13. CLOSURE OF MEETING:

The meeting closed at 8.15pm

Mansour Rahme

Chairperson

