

**The Campbellfield Community Centre
Committee of Management Meeting
81 Somerset Road Campbellfield 3061
General Meeting at 7.30 pm on 9th November 2017**

PRESENT

Lidia Chapman	Secretary
Mario Stagnitta	Member
Mansour Rahme	Chair Person
Dana Burnett	Coordinator Community Facilities
Joseph Maroun	Council Representative
Georgina Green	Community Facilities

1. APOLOGIES - Rosaleen Stagnitta Nick Corio

Motion: That the apologies be noted.

Moved - Lidia Chapman **Seconded** – Mario Stagnitta **Carried**

2. DECLARATION OF INTEREST:- NIL

3. CONFIRMATION OF PREVIOUS MINUTES:

Motion:

That the minutes of the General Meeting of the Campbellfield Community Centre Committee of Management held on the 27th July 2017 as circulated is confirmed.

Moved - Mario Stagnitta **Seconded** - Mansour Rahme
Carried

3. OUTSTANDING MATTERS ARISING FROM PREVIOUS MINUTES:

Outcomes:

1. Sensor lights: at this stage a new merit won't be placed. Extensive work will commence on the Centre soon and Council will assess lighting after this work has been completed.
2. Gate sign: centre sign regarding the closure of the gate at night has been erected.

The Committee thanks Dana for following up the items of Merits Requests which have now been completed.

Motion: That matters arising from the previous minutes be noted.

Moved – Mansour Rahme **Seconded** - Mario Stagnitta **Carried**

5. CORRESPONDENCE:

- i) 3rd August 2017 from Dana Burnett re merit items.
- ii) 21st August from Peter Faull re Hall hire Budget 2017/2018
- iii) 21st Gavin O'Keefe re Adoption of Section 86 Committee Recommendations
- iv) 19th September Kirsty Pearce re Adoption of Section 86 Committee Recommendations

Motion: That the correspondence as read be accepted.

Moved – Lidia Chapman

Seconded - Mansour Rahme

Carried

6. MAINTENANCE LOG:

1. Recent cabling replacements which has destroyed the garden area and left exposed rocks and debris should be rectified after work being undertaken at the Centre by Hume Council.
2. The front car park gate has been badly bent, but still operates with difficulties and needs to be noted and monitored.
3. The top window in the craft area and kitchen window have been repaired in mid-October.
4. A merit has been logged for the attempted break in (number 4035272) Exhaust fan has been damaged. The flue is open, and a small child/teenager could get in this way. It was only noticed today so it was too late to report this opening. Georgia to follow this up. The security team acknowledged that the alarm went off and reset it and didn't notice the opening.

Motion: That the maintenance matters be noted.

Moved- Mansour Rahme

Seconded - Mario Stagnitta

Carried

7. Treasurer 's Report:

27/7/2017 to 9/11/2017

OPENING BALANCE	\$ 14,672.73
CREDIT	\$ 476.35
TOTAL	\$ 15,149.08
EXPENSES	\$ 772.05

CLOSING BALANCE \$ 14,377.03

Money in Term Deposit \$5,348.72

\$14,377.03

Credit from AGL \$ 3,535.68

Total \$ 23,261.43

Note: Treasurer needs to alter her report to reflect the fact that the bond can't be included as part of the hall hire. Need two separate entries. There also needs to be a separate column for public liability which must be the endorsed rate of \$19.20 plus GST.

Motion: That the Treasurer's Report has been corrected and to be noted.

Moved - Lidia Chapman

Seconded - Mansour Rahme

Carried

8. Confidential Matters – Nil

9. General Business

1. God of Victory group has defaulted on their payment for hire and is owing over \$500. They have returned their key and have requested access to retrieve their belongings. We are still holding their bond until payment is made and access will be withheld until payment is made.

Rosaleen to send Dana an address and contact details and how much money is owed so that she can draft a letter/ring them to pursue this matter.

2. Mario still to purchase a table trolley to replace the existing as quotes so far seem to be overpriced. Dana will investigate the cost of obtaining trolley from the council's own suppliers and get back to the Committee.

3. The hall chairs have been repaired.

4. Councillor Joseph Haweill has been notified of the dates of our meetings but has yet to attend and this is a concern of the Committee.

5. Dana Burnett has mentioned a potential new group and the Committee will discuss it further and advise her of their decision. The bilingual story time may be a possibility next year starting off once a month. Programs start in February and Dana will get back to the Committee regarding this program.

6. The building of a Barbeque/gazebo area in the courtyard will be completed as part of the works being carried out by the Hume Council.

7. Council has plans for renovations the hall for disabilities access (new toilets, front entrance) Work is due to commence late January early February. The Committee can continue to take bookings in the meantime and only need to notify Georgia of dates.

8. The heaters with merit number 3927120 have been repaired.

9. The review of section 86 all committee members have come to a decision to dissolve the Committee and advise that the running of the hall will be handed over to the Hume City Council at the AGM in February and would not like to be part of an Advisory Group. Mario would still like to be considered to continue as cleaner.

10. The Committee request \$600 from the Hume City Council towards the Committee's Christmas break up dinner for its members which will be held in early December and members will be notified of the date and place.

Motion: That the matters be noted and acted upon.

Moved – Mario Stagnitta

Seconded - Mansour Rahme

Carried

10. Future Meetings:

The Committee will hold the following meeting for 2018:

22nd February

AGM

Motion: That the members and Council take note of the date.

Moved: Mario Stagnitta

Seconded- Lidia Chapman

Carried

11. CLOSURE OF MEETING

The meeting closed at 8.48pm.

Chairperson

Mansour Rahme

