

Draft Minutes: BCA Committee Meeting – Monday 9th February 2016 - Bywong Hall, Birriwa Road - 7.30pm

1. **Welcome: Meeting Opened at 7.50pm – Attendees** - Bernie Greethead, Bob Angel, Anne Goonan, Steve Walker, John-Pierre Favre, Merle Ketley
2. **Apologies:** Kerry Cox; Jeremy Shearmur; Nora Stewart; Pauline Chambers
3. **Acceptance minutes from previous meeting – Minutes** of the meeting on 14 December were accepted. Moved by Anne Goonan and seconded by Bob Angel.
4. **Matters arising:**
 - a. **Defib check** – invoice sent to LRRC for payment of defib pads.
 - b. **Steve and Clive to take on website/wiki – Steve will continue with this** – pages already set up – hosting will be free (donation from Steve) and will be completed by end Feb. Content still to be provided e.g. Minutes, and a separate page for LRR facility emphasising it as a Council facility – not BCAs.
 - c. **Donation of 30 cups and saucers** - Anne will request approval from the LRRC to get a wall mounted cupboard for extra storage along with several other requests.
 - d. **Anne and Merle will go through big cupboard and clean it out at an agreed time** – ongoing .
 - e. **Email trails** –email trails checked for intended recipients.
 - f. **BCA contact list**- updated list distributed to all members
5. **Correspondence:**
 - a. email from a disgruntled Bywong resident re MRR intersection with Fed hwy.
 - b. Email from Cr Richard Graham encouraging community representation on the proposed amalgamation
 - c. Email from Jenni Curtis (Fresh Landscapes) regarding quote for master plan for the Les Reardon Reserve – incorporating the playground project.
 - d. Bungendore Tigers Junior Rugby enrolment info
6. **Treasurers' Report:** as below balance is currently \$3567.69 with insurance payment \$1180.05 due tomorrow –

01-06-15		Cheque from Queanbeyan rodeo for BBQ help in 2015		\$1,500.00	\$ 3,925.25
01-06-15	46	Cheque to GGPC for help on Queanbeyan Rodeo	\$ 250.00		\$ 3,675.25
24-07-15		Deposit takings from trivia night (less \$8 petty cash to Anne)		\$ 622.00	\$ 4,297.25
03-08-15	47	To JP for trivia expenses (8 bottles of wine + jelly beans + choc)	\$ 162.84		\$ 4,134.41
03-08-15	48	Bungendore Mirror for BCA 1/8 page add (AGM and seminar)	\$ 73.70		\$ 4,060.71
03-08-15	49	LRR for hire of hall for July trivia	\$ 85.00		\$ 3,975.71
26-08-15	50	Dept of Fair Trading fee for 2014/15 submissions.	\$ 54.00		\$ 3,921.71
16-10-15	51	Purchase of book for presentation	\$ 41.75		\$ 3,879.96
16-10-15	52	Payment to domain subscription	\$ 39.00		\$ 3,840.96
17-11-15	53	Cheque to LRR for hire of hall 2015/16	\$ 165.00		\$ 3,675.96
17-11-15	54	Ace Hosting for site maintenance	\$ 120.00		\$ 3,555.96
06-12-15	55	Steve Walker for x-mas drinks (14 wine + 24 beer bottle)	\$ 150.00		\$ 3,405.96
		unpresented cheque number 46 (To GGPC)		\$ 250.00	\$ 3,655.96
19-12-15	56	Anne Goonan for expenses re the X-mas drinks	\$ 88.27		\$ 3,567.69

7. Reporting

- **Geary's Gap Pony Club** –no report
- **Greenways** - Australia Day walk - 23 people + 3 dogs walked up to the community reserve behind Birchman's Grove, with a morning tea at the Hall. Renewing the GROW group with plans for next 12-24 months, including funding.
- **LRRC** – meeting next Monday 15th Feb. Fees for hall hire expected to be raised for next FY to cover gas and electricity increases. Need to ask for Hall clean up before the CBS

7. Future Events:

- Queanbeyan Rodeo 12 March – Action: Kerry needs volunteers**
- Clean up Australia – 28 and 29 May**
- planning for Car Boot Sale**
 - Shorter time for sale 9-12pm –
 - need to identify and nominate main beneficiaries for the CBS proceeds
 - get gate tickets printed for seller audit (Check with Darryl)
 - PA may be a problem –ask Alex -The Lake FM

STALL HOLDERS/BOOKINGS – ask Greg G if he will be the contact. Bernie to contact regular providers – Flyball dogs/ Jindebah coffee/Zap amusements

FLYERS & SIGNAGE –Jean Pierre

ADVERTISING –

- local papers – Bob will write articles for 1) Bulletin, 2)Whisper and 3)Bungendore Weekly- with ongoing entries in local events sections where possible. Need to check deadlines for 1&2. JP will report back on the cost of an advert in 3) for the week before the Sale (Mon 7th March).
- Bernie will contact Canberra papers and radio stations
- Nora to be asked (JP) re flyer on the Bywong hub

RAFFLE – Merle and Pauline will manage donations, tickets and sellers. JP to provide cash float on the day. Draw raffle at 12pm.

LAYOUT MAP – as per last year – with some edits? Talk to the Wamboin RFS regarding moving stalls closer to BCA and hall.

PA AND MC – Anne will ask Alex Colquitt (Lake FM). .

EARLY GROUNDS PREP – Bernie will approach G Bamford regarding mowing Hall grounds (especially where fence is opened near dam- also 2 neighbours paddocks if necessary – Anne to contact O'Sullivan's re garbage bins

SAT BEFORE – Bob to collect the Bendigo gazebo on Saturday morning before 11am for Sunday set up - give gate tickets and float to the Wamboin RFS - need helpers to set up fencing and access - - RFS to coordinate access and parking.

ON THE DAY – committee members needed for the BCA stall – need info and display of the playground project- membership forms - info on the LRR and who owns what.

9. Other Business:

- **Email to LRR s355 hall committee meeting (15th Feb) re playground grants/cupboards/ group donations towards master plan/ clean up inside** –Anne to email LRR committee
- **Signboard at Smiths Gap** – Jean Pierre will attach a signboard announcing the Car Boot sale as this is an old BCA noticeboard.
- **Presentations to the community - 'available services'** – ongoing (Anne and Jeremy)
- **Extra events for the community – ideas/progress** – Merle reported that there was good interest (Facebook page) in a "Children's Fair Day" with different activities-

magic/walks/amusements/face-painting/Teddy Bear's picnic – could include a sod turning for the playground. Possibly best held in Spring.

- **Info for the Bywong hub –**
 - **Car Boot Sale promotion**
 - **Clean Up Australia moved to 28/29th May**

Meeting closed at 9:15pm

Next Meeting: 11th April