

**BEECHMONT AREA PROGRESS ASSOCIATION INC.
MINUTES OF GENERAL MEETING**

Held: 12 June 2017
7.00 pm

At: BEECHMONT COMMUNITY CENTRE
Demountable building 1835 Beechmont Road, Beechmont, Qld 4211

ATTENDEES: Geoff Bruce, Peter Clark, Susan Cully, Michael Cully, Di Edwards, Glyn Edwards, Fran Gilbert, Ian Gilbert, Monica Graham, Paul Graham, Diane Kuhl, Janet Moore, Janet Ritchie, Doreen Sproul, Wendi Trulson, Ger Vloothuis and Cr. Virginia West (SRRC)

APOLOGIES: Terry Brown, Annette Clark, Jonathon Fisher, Nicole Pickering, Andrew Sproul, Paula Sproul and Cr. Glenn Tozer (GCCC)

MEETING OPENED 7.00 pm

MINUTES FROM LAST GENERAL MEETING 10 April 2017

Noted that the minutes from the above-mentioned meeting be amended to read AGM held on 10 April 2017 was subsequently deemed to be null and void.

Doreen reported on the Anzac day flower tribute, which a member on behalf of BAPA laid at the Beechmont War Memorial on Anzac Day, (it can be seen in the Anzac Day picture on the front page of the May 2017 issue of the Gold Coast Hinterlander), costing \$70 versus budget of \$100.

Motion 1

That the draft copy of minutes from last general meeting being 10 April 2017 tabled at this meeting be accepted as a true and accurate record of that meeting, with the above noted amendment being made.

Moved by: Doreen Sproul
Seconded by: Janet Moore
ALL in Favour

Presidents Report

President reported on following matters and items completed in the last month being:

- That SRRC had pruned a number of large trees located at the Community Centre.
- That he has met with all the sub committees.
- He then started working on the MCU, it is 21 parts long and he would like it noted that he was very impressed with what the previous President had already accomplished.
- He and Glyn then visited SRRC, meeting with Scott ? and Hugh Dunne, Scott said he wanted this done and they had a really decent visit, a very positive meeting that will be discussed later in this meeting
- That the Grease trap at the Cottage has now finally been rectified.
- And that Membership is growing.

Regarding the MCU letter received from SRRC, Ger noted that the writing of a letter is an art, a story telling, some are good but the way the letter from SRRC was drafted is quite odd, as the heading on page 1 of letter states THAT YOUR MCU HAS NOT BEEN SUCCESSFUL, then on page 2 the tick box list appears that all is ok, but 1 box notes that you will be advised in the future, the first impression is not friendly. Glyn explained we had to lodge it then get the landowners (SRRC) permission. Letter is from John Greegan in development assessment.

TREASURER'S REPORT

Fran explained to the sub committees that you have to log in to Bendigo banking at least every 6 months or you stop getting access and spend ages on phone to reinstate. Janet Moore and Fran discussed some strange emails they had been receiving, regarding requests from strange email addresses pretending to be BAPA members, these emails are a scam.

There were 13 market stalls at the April market and 15 in May.
Fran explained the attached financial accounts for year to date.

Motion 2

That the Treasurers report presented at this meeting be accepted as true and accurate.

Moved by: Fran Gilbert

Seconded by: Glyn Edwards & Wendi Trulson

All in agreement

CAFÉ REPORT

Glyn reported that it is now great to have the grease trap fixed as he had been told by SRRC that they would not fix it, the whole system has now been cleared out and a blockage was found, that was all that was required, no trenches to be dug, so now finally it is functioning correctly.

The Open Studios weekend was a great weekend and well worth doing, Canungra ran a big event on the Saturday, after some discussion it was agreed that BAPA would organize something bigger for next year.

Also on the Sunday of the Open Studios weekend the Headmasters' café hosted 70 Mustang Car club members for their Mustang Muster weekend, all went great, however they arrived earlier than first planned.

All is going well, they purchased their first high chair for the café and have installed an electric heater in the couch room it is high up on the wall so no one can touch it. Makes that room very cosy.

Also Paul Graham has joined the Headmaster Café sub committee.

GARDEN Group

Janet Moore reported that this month in fact today is the 5th year of the Garden, membership has been up and down however each member joins for different reasons, and everyone is welcome. Winter vegetables are thriving, and overall they are quite a jovial bunch.

Paul asked if they were aiming at increasing membership and how can BAPA help and assist, Janet M will ask the other Garden Group members and report back at next meeting.

OP SHOP

Doreen reported "Op Shop sales have slowed, I suppose, due to the cooler weather, but donations of goods are still coming in – I have a wide variety for the market next

weekend. Open Studios weekend enlivened the Community Centre last weekend, coupled with 40 Mustang cars from the Mustang Car Club coming to the café. It was quite a sight from my vantage point in the Op Shop (more about that from Glyn & Di). I have had quotes to clean the mould on the walls and ceiling in the Op Shop, also to clean the carpet afterward. Scaffolding has to be erected and everything has to be removed. I will be having a fire sale! Finally many thanks to all my loyal helpers – don't go away!!.

Paul explained the quote for mould removal and carpet cleaning, the major cost is the scaffolding because of the height of the ceiling, Paul will talk to council about perhaps helping out with scaffolding, every thing in the op shop will have to be removed, cleaning jobs will only take a day.

Market coordinator

Rowena Walters did volunteer for the Market coordinator position but has subsequently been informed by her Doctor that she is not to do anything for least the next 3 months. Paul said, "So at the moment we are all market coordinators". Glyn has found a Sitar player to play live music at next Markets.

MCU REPORT

As mentioned earlier, Paul and Glyn finished the 21 parts of the MCU, and then decided if they had the chance to lodge it we would, so they did and Hugh Dunne SRRC said "Yes, I will sign". However we still need to design an expanded car park. John Creegan said to Paul to do a traffic impact study and car park design and give a rough draft to Hugh Dunne, then it has to be drawn up by an Engineer, we need space for 15 cars, with queuing for 1 car, there is a Queensland standard, involves moving the location of the current bollards. The traffic impact study has to be submitted to main roads, and a survey will need to be done, noting smallest number of vehicles.

Everything we asked for was okay within zoning, SRRC have waived 75% of the lodgement fee, inconsistency fees have also been waived, and cost will be \$2,700 lodgement fee. All in all, a positive response from SRRC was received, all very up lifting. Hugh Dunne keen to get café to Category 6, next the MCU will be presented at the Councilors workshop, and then at a monthly meeting of Councilors, Cr. West said it may take a few months and BAPA will have to fill in new format forms that come in on 1 July 2017.

Further discussion was held in regard to the MCU details, what was in the MCU and that now we are making the Community Centre legal with what we do and what we may do in the future. Glyn and Paul called out for help in continuing the MCU process. Discussion was then held in regard to car park and top paddock.

Maintenance LIST

Outdoor lights under op shop all blew; one light full of water has been replaced, and a re jig to the dusk to dawn light at top of stairs.

Alan Barker has fixed the water leak in the Ladies toilet.

Janet Ritchie requested a new toilet seat be installed.

Fran Gilbert described a window falling out of demountable recently and the repair Ian Gilbert completed.

The footpath levels near the big camphor laurel tree are a problem, Graham from SRRC has seen it and will amend, also SRRC have been saying for a few months now that they will be doing storm water drainage work on site.

Alan Barker has also fixed the drain grate in front of the toilets.

Storm water drainage needs be completed soon by SRRC so the food plants in the way, being the monstera deliciosa plants, need to be dug up and removed as soon as possible before SRRC arrive on site to do the drainage works.

Discussion held in regards to guttering overflowing, and how some gutters just run out onto the lawn, more water holding tanks are required.

Yoga Group have asked for disabled access into the activity room (dismountable), BAPA will seek a quote and see how much it may cost first, it is noted in the MCU.

Waterfalls and walking tracks - Jonathon Fisher recently sent Paul a letter, Paul read parts of this to the meeting, regarding walking trails, bunk house and walking hub, a non profit walking club, national trust are keen to spend money on walking trails. Paul talked to Pat Fitzgerald last weekend at the café and Pat is keen to be involved with Jonathon. Copies of Pat Fitzgerald's plan for waterfalls were tabled.

Doreen noted that Pat's long-term vision is for Killarney Glen, Lip Falls, Denham reserve to become a National Park.

Paul mentioned that Greg Slater from BRASA has offered BAPA use of BRASA's Equipment. We can work together.

Constitution update – the model of the Department of Fair trading is on the BAPA website, it will make made things simpler, its 21st century, we need 75% of the membership to agree to the changes, we can do this as a ballot vote, sub committee by laws will be retained, it was agreed that further discussion, in the future, will be held regarding this, please look at model mentioned above on the website.

Cr. Virginia West's Report

Cr. West congratulated Wendi & Linda for a successful open studio, also the café and Doreen's Op Shop. Further discussion held in regard to the open studios at Canungra, which was hugely successful, Cr. West will give BAPA the name of the food truck organization.

Cr. West will have news regarding the SRRC budget at the next BAPA meeting, also on Thursday 15 June at the Centre community forum; the Mayor, guest speakers, and members of community groups will be in attendance.

Flood recovery work update - \$43 million worth of storm damage in the Scenic Rim and it is a slow process to correct however all should be fixed by 2019.

Cr. West commented that she is very glad the MCU is now underway.

NEW MEMBERS – there have been 7 new members since last meeting being: Lisa Groom, Cedda O'Neill, Rowena Walters, Michael Cully, Susan Cully and Greg Slater.

Motion 3

To accept all 7 new members listed above be ratified as members of BAPA.

Moved by: Diane Edwards

Seconded by: Fran Gilbert

All in agreement.

General Matters

Wendi Trulson noted she has heard that the POLO property is looking at making some horse trails.

The CEO of Telstra did respond to Ger's letter, and has confirmed that they will put more ADSL ports into the Beechmont exchange, however the summit estate exchange box is

full, Ger will meet with the area manager and is hoping to solve the problem up at summit estate.

Wendi enquired as to how to find details on BAPA's website, and to please correct Peter Trulson as NOT being the contact for the hang gliding club,

Doreen recently meet a local lady from Acacia Court who is keen to help out at Zest Fest, Doreen suggested to her that she finds Wendi's details in the open studio booklet.

Discussion held regards to emails.

Peter Clark mentioned that BAPA should research minute secretary rules and regulations.

Discussion was held in regard to the Back creek falls and work in progress.

Meeting closed at 8.50 pm

Next meeting will be held on Monday 14 August 2017.

Beechmont Area Progress Association

Profit & Loss Statement

for period

1st February 2017 to 31st May 2017

Income

BAPA Memberships	340.00	
Community Garden Bed Rental	-	
Donations	-	
Grants Received	-	
Interest Received	34.25	
Market Stall Holders	505.00	
Op Shop	1,059.00	
Raffle	25.00	
Rent from Demountable		
- Bobbins	71.00	
- Caldera Artz	54.00	
- Other	37.50	
- Yoga	-	162.50
Rent from Kitchen		1,700.00
Rent from School Site		-
Total Income		3,825.75

Expenditure

Auditor	-	
Bank Fees	-	
Cleaner & Cleaning Products	270.00	
Cottage Kitchen - BAPA Expenditure	627.00	
Cottage Kitchen - Grant Expenditure	2,533.85	
Deck Expenses	-	
First Aid Supplies	-	
Insurance	3,441.96	
Internet Hosting/Domain Renewal	-	
Maintenance	693.00	
Miscellaneous Expenses	100.80	
Music at Market	-	
Paper towels & Toilet Rolls	-	
Postage & Stationery	-	
Registration	-	
Telephone Recharge	-	
Disposal of Assets		
Cost of Cantelever Umbrella (Nov 2014)	50.00	
Sale of Cantelever Umbrella	- 30.80	19.20
Total Expenditure		7,685.81
Total Underspend/(Overspend)		-\$ 3,860.06

Beechmont Area Progress Association

Balance Sheet as at 31st May 2017

ASSETS

Current Assets

Petty Cash/Cash Float		80.00	
Money In Hand (to be banked)	-		
Money In Transit (between banks)	-		
Bank Account - Bendigo	16,079.22		
Bank Account - Heritage	466.87	16,546.09	
Share In Canungra Community Bank		500.00	
Total Current Assets			17,126.09

Non-Current Assets

BBQ		50.00	
Cantelever Umbrella		-	
Clothes Racks & Mannequin		374.90	
Coffee Machine		1,192.00	
Computer Chair		68.95	
Computer Printer		395.00	
Cupboard		120.00	
Fridge		20.00	
Locked Key Box		99.00	
Tables and Chairs		1,700.40	
Vacuum Cleaner		145.00	
Total Non-Current Assets			4,165.25

TOTAL ASSETS

\$ 21,291.34

Represented by:

FUNDS

Beginning		25,151.40	
Current Underspend / (Overspend)	-	3,860.06	
			21,291.34

TOTAL FUNDS

\$ 21,291.34

Beechmont Area Progress Association

Bank Reconciliation

for period

1st February 2017 to 31st May 2017

Balance as per Bendigo Bank Statement 31/01/2017	16,079.22
Balance as per Heritage Bank Statement 31/01/2017	466.87
Add Money to be Deposited	-
Add Money in Transit between Banks	-
Less Unpresented Cheques	-
Balance as per Balance Sheet	\$ 16,546.09
Opening Balance at Bendigo Bank as at 01/02/2017	19,884.29
Add money not banked as at 31/01/17	5.00
Bendigo Balance as per Balance Sheet 31/01/17	19,889.29
Opening Balance at Heritage Bank as at 01/02/2017	466.86
Balance as per Balance Sheet 31/01/17	20,356.15
Underspend / (Overspend)	- 3,860.06
Decrease / (Increase) in Assets	
- Cantelever Umbrella	50.00
Balance as per Balance Sheet	\$ 16,546.09

Beechmont Area Progress Association

Cottage Kitchen Upgrade as at 31st May 2017

Income

Date	Grant Received From	
3/02/2016	OLGR Grants	32,500.00

Expenditure

Date	Paid To - Invoice From	Description	Amount
22/03/2016	Glyn & Di Edwards	Inv 41	1,000.00
23/03/2016	Glyn & Di Edwards	Inv 41	1,000.00
24/03/2016	Glyn & Di Edwards	Inv 41	979.49
30/03/2016	Glyn & Di Edwards	Inv 42	3,100.00
30/03/2016	Blopure	UV water Treatment system	1,250.00
07/04/2016	Beechmont Electrical	Trace fault in display fridge	55.00
07/04/2016	Bunnings	Plaster & plumbing	181.03
07/04/2016	Bunnings	Plaster & nails	400.41
07/04/2016	Edwards & Associates (Engineers)	Effluent design	330.00
07/04/2016	Glyn & Di Edwards	Inv 43	552.56
12/04/2016	Noel K Sheetmetal - first payment	S/steel Canopy, Fan, Duct, Splasback	2,774.00
15/04/2016	Nisbets	Upright Freezer & Gas over	4,317.30
27/04/2016	Neil Connolly	Electrical upgrade	1,100.00
27/04/2016	Bunnings	Cornice, paint, plaster	366.86
28/04/2016	Noel K Sheetmetal - second pyt	S/steel Canopy, Fan, Duct, Splasback	4,161.00
28/04/2016	Expresso Enterprises (Di Bella)	Set-up - cups, saucers, glasses, jugs	371.70
09/05/2016	Bunnings	Concrete	48.06
09/05/2016	Bunnings	Plumbing	88.48
09/05/2016	Bunnings	Plumbing	100.39
09/05/2016	Bunnings	Plumbing	54.50
09/05/2016	Andy Murray Gas Services	Gas Fitting	576.00
23/05/2016	Bunnings	Paint stripper	13.73
23/05/2016	Bunnings	Plumbing, screws, tiles	46.41
23/05/2016	Brayco	Sink, shelves	526.00
23/05/2016	Bunnings	Plumbing	92.60
24/05/2016	Masters	Outdoor Furniture, shelves	1,496.00
24/05/2016	Nisbets	Upright Refrigerator	1,108.03
24/05/2016	Bunnings	Flyscreens, paint, padlock	190.76
24/05/2016	Bunnings	Floor repair - mortar	18.05
24/05/2016	Bunnings	Umbrellas, paint	386.02
02/06/2016	Nisbets	Towel & Soap dispensers, glasses	154.25
02/06/2016	Glyn & Di Edwards	Inv 93	295.22
18/06/2016	Gold Coast Doorland	French Doors	3,608.56
24/08/2016	Neil Connolly	Electrical work	242.00
26/02/2017	Glyn & Di Edwards - Bunnings	Wood and screws	132.83
26/02/2017	Glyn & Di Edwards - Bunnings	Benchtop, cabinets, wood	557.39
26/02/2017	Glyn & Di Edwards - Bunnings	Cabinet	178.60
26/02/2017	Glyn & Di Edwards - Ikea	Sink, sink strainer, sink tap	118.00
26/02/2017	Glyn & Di Edwards - Ikea	Chairs, coffee table, frames, crockery, cutlery	290.17
26/02/2017	Glyn & Di Edwards	Inv 1003 - Campbells Bar Fridge	160.86
02/03/2017	Michael Cawthorn Plumber	Install kitchen sink	610.00
18/03/2017	Michael Cawthorn Plumber	Install tempering valve	145.00
18/03/2017	Neil Connolly	Supply and install power points	341.00

33,518.26

Overspend of OLGR Grant

-\$ 1,018.26

Invoice 41 from Glyn & Di Edwards

Pressure pump	chandra.anant	325.00
Drinks display fridge	Grays Online	685.08
Cake display fridge	Grays Online	502.80
Undercounter dishwasher	Grays Online	238.80
Dishwasher service	Power Zone	157.30
Refridgeration service	Cool Tech	909.15
Plumbing fittings for pressure pump	Bunnings	61.36
Freight/Delivery		100.00
		<u><u>\$ 2,979.49</u></u>

Invoice 42 from Glyn & Di Edwards

Coffee Machine	Private sale	2,200.00
Coffee Grinder	Private sale	600.00
Café Tables x 6	Private sale	300.00
		<u><u>\$ 3,100.00</u></u>

Invoice 42 from Glyn & Di Edwards

Valve for Coffee Machine installation	Masters	69.00
Copper Plumbing fittings	Bunnings	121.81
Plumbing Fittings	Bunnings	106.22
Stainless Bench	H & Y Trading	255.53
		<u><u>\$ 552.56</u></u>

Invoice 93 from Glyn & Di Edwards

Bar setting	Gumtree	140.00
Lighting for foyer	Ikea	111.14
LED globes	Ebay	29.09
Lights for allway & veranda	Ikea	14.99
		<u><u>\$ 295.22</u></u>

Beechmont Area Progress Association

Cottage Kitchen Upgrade as at 31st May 2017

Income

Date	Received From	
3/02/2016	BAPA	4,000.00

Expenditure

Date	Paid To - Invoice From	Description	Amount
23/05/2016	Officeworks	Cash register	313.95
18/03/2017	Neil Connelly	Replace water pump	627.00
			940.95

Balance of BAPA Contribution Prior to OLGR Overspend (see below)	\$ 3,059.05
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PLEASE NOTE: There has been an overspend of the OLGR Grant by \$1,018.26 which has been been paid by BAPA. This has been included in the BAPA contributed figures

Balance of BAPA Contribution Prior to OLGR Overspend (as above)	3,059.05
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less Overspend of OLGR Grant	1,018.26
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Balance of BAPA Contribution	\$ 2,040.79
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