



# STEELS CREEK COMMUNITY CENTRE, INC.

Located at: 699 Steels Creek Road, Steels Creek  
Postal address: PO Box 72, Yarra Glen VIC 3775

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## Committee Meeting Minutes

Tuesday 4<sup>th</sup> Feb 2020 7pm

**Welcome:** Maree Welcomed all to the meeting

**Present:** Maree., Keith, Mark, Morgan

**Apologies** JB, Christine, Geoff

### **Minutes from previous minutes:**

Minutes from previous meeting in Christine's absence was presented by Maree, who will chair and minute take tonight

Accepted as true and correct

**Moved** Morgan **seconded** Mark

### **Matters arising from previous minutes: -**

1 Pizza Night: Booked for 28<sup>th</sup> March. Cost \$18 Adults, \$10 primary school aged children. At SCTC.

Action: Maree To advertise on Grapevine and Community Facebook Page

Action: Morgan will look into providing efptos facilities on the night

2 Restumping Works: Maree has been in contact with YR Shire and Camypen Group. They now have permits. Awaiting costings.

3 Driveway: Needs repair, more damage from latest storms. This will have to wait until restumping is complete and guttering is looked at.

### **Correspondence: -**

#### **Received**

Bendigo Bank Statement are now received electronically

Nil other mail

## **Maree Emails**

- 1) Email from Mona Ray Greig who is taking over from Jess Adams at Yarra Ranges Council for 6 months as Community Development Officer Valley Maree will arrange time to meet Mona at centre, to discuss services, others welcome. Angie I
- 2) Email Angie Lloyd confirming Land care booking and hire fee of \$60, confirming all centre bookings now to be made online.
- 3) Emails regarding centre restumping from Jack ( Campeyn Group Facilities Maintenance ) [Jack@campeyngroup.com.au](mailto:Jack@campeyngroup.com.au)>, and Andrea Don Building Planning Operations Officer Shire of Yarra Ranges [a.don@yarraranges.vic.gov.au](mailto:a.don@yarraranges.vic.gov.au)

## **Correspondence Sent**

Nil

## **Treasurers Report: -**

Keith presented Treasurers report, Profit and Loss Statement as well as Balance sheet.

Comments:

We are financially sound, We continue to get revenue from centre groups and bookings that are covering our running costs.

Keith has swapped electricity plans, still with same provider. This should reduce our electricity costs.

**Document moved as true and correct**

**Moved Maree**

**Seconded Mark**

## **General Business:**

### **Role of Secretary**

Since our last meeting our Secretary Christine Tomlins has been unwell after an acute health episode.

Maree on behalf of the committee would like to wish Christine all our best wishes.

Christine will at this stage be unable to continue in her role as secretary.

To function as a committee this position does need to be filled.

Maree and Keith nominated John Brand (JB) to the position.

If there is no objection or alternative nominees JB has agreed to fill the position.

Calling for any alternative nominations from Committee

Nil nominees presented

JB elected as Secretary of SCCC

The committee would like to warmly acknowledge Christine Tomlins for the many years of service to SCCC and the SCCC Committee. Thank you, Christine.

Nil nominations called

**SCCC Civic and Citizenship Award YGPS:** The Community Centre once again sponsored this award for the graduating Year 6 Students of Yarra Glen Primary School. The Award was presented by Maree at the Schools Graduation Ceremony in Dec 2019 and was won By Xavier Bousa , a Steels Creek Resident.   The award is a \$50 book voucher, this year to Verso books in Healesville

## **New Business**

### **1. Committee Jobs**

- a) **Mail collection:** Keith is doing this. Maree will get spare mail box key from Christine and check mail if Keith is away.
- b) **Centre Bookings:** Maree is doing this. All people are encouraged to book via website.
- c) **Communication with groups:** Christine was our go to person for this. Maree will endeavour to get to centre to visit and talk with groups.
- d) **Cleaning:** We are continuing to use Garden fairy as our centre cleaner.
- e) **Outside grounds maintenance:** The grounds have become overgrown over summer. Peta has been unwell, as had Keith. Committee has decided to pay someone to spray and clean up weeds and mow. **Keith to arrange contractor for a one off.**

Morgan and Maree will look at arranging a family BBQ gardening get together to attract younger families.

**Action: Maree and Morgan**

### **2. Income producing/ Fundraising ideas for 2020:**

- a. Bunnings BBQ: : Maree to speak with Angie as to how to get on list.

- b. Mark suggested BBQ with dessert food van of some kind to make it a bit fun but also affordable for families.

Committee accepted these ideas

Action: Maree to look at dates and food truck options.

3. New Community Development Officer (Valley) for 6 Months whilst Jess Rodgers on Leave. Mona Ray Greig. Maree has made contact and will organise a coffee catchup at centre if all welcome to discuss idea

#### 4. **Other Business:**

**Market Day:** Keith said last market was well attended including by a new family to the area: Charles and Kerry. We also welcome Kerry and Andrew who have attended a few tennis club functions. The Steels Creek BMX bandits attended the market and sold some items to raise funds for bushfire relief. Well done kids.

### **Community Communication**

JB asked for Grapevine to be discussed at meeting. He is happy to hand over.

Big discussion re how we communicate with the community, how effective each method is and how we have many different lists of emails and phone numbers managed by different people.

How do we make this more efficient and ensure we are getting information to the community in a timely and appropriate way.

Morgan feel she is happy to manage the Grapevine for now as it can feed into The Jolly Thing.

Some sections of the community have started using Whats App for their fire tree and its working well.... this may be a really good way to get information out quickly and also last minute but would miss those who don't have mobile phones .

Mark is using a Group SMs for Tennis Club Family Night and it works well.

**Plan:** Maree, JB and Morgan to meet to discuss handover of Grapevine and how the contact lists can be merged

Maree to look at starting Whats App Group,

Continue with Facebook for time being

Next meeting Continue to look at what other phone number, email lists we can merge.

**No More items**

Steels Creek Community Centre, Inc.

**Meeting Closed: 8pm**

**Next Meeting To be advised**