



STEELS CREEK COMMUNITY CENTRE, INC.

699 Steels Creek Road, Steels Creek, VIC 3775

Committee Meeting Minutes

8th May 2023

Meeting commenced: 7.33pm

Welcome: Maree Rothwell welcomed all and opened proceedings

Present: Maree Rothwell, Kerry Guthrie, John Brand, Keith Montell, Ivan Filsell

Apologies: Peter Benda, Mark Newell

Minutes from previous meeting held 27th February 2023: presented and moved by Keith that they be accepted, seconded by John

Matters arising from previous meeting:

- Clean up October 4th minutes for issue – as Peter was not at the meeting to confirm completion, this action remains outstanding. **ACTION: PETER**
- Scan gas document – received and filed. **NO FURTHER ACTION**
- Bunnings fundraising – application was sent and a date of June 10th offered. Date was declined due to no availability of volunteers. An application will be sent later in the year for 2024, possibly a joint application with the Tennis Club and/or Landcare group. **NO FURTHER ACTION AT THIS POINT; KERRY TO SEND 2024 APPLICATION IN OCT/NOV**
- Exchange Hub signpost – ongoing discussion. **ACTION: MAREE**
- Tennis table removal – disposed of. **NO FURTHER ACTION**
- Aircon maintenance – contact made but date not fixed. **ACTION: IVAN**
- Office desk – still at the centre; JB to collect. **ACTION: JOHN**
- Floor polisher – wait for the removal of the desk. **ACTION: MAREE**
- Coffee machine – unsure if Peter has found a buyer. If not, approach the tennis club to see if they would like. **ACTION: PETER AND KERRY**

Correspondence in:

- BAS statement received – Keith had previously finalised our BAS liability and amended our status to no GST status. Unsure why this statement has arrived. A further follow up is required. **ACTION: JOHN**

Correspondence out:

- Letter of application for a Bunnings Sausage sizzle emailed to Bunnings Croydon.

Treasurers Report:

- Statement of account – Bendigo Bank
- Income v Expense report
- Cash flow report

Reports issued and included in minutes.

We are travelling ok and are finding that bookings for the hall are picking up slowly post COVID. Continued increase in bookings is necessary hence periodic reminders in the Grapevine of the availability of the Community Centre for hire would be advantageous. **ACTION: KERRY**

Maree moved to accept the financial reports; seconded by Kerry (great graphs, JB!)

General Agenda Items:

- Open Studios, run by YVA (Yarra Valley Arts Assoc.) – this will be held on the 21st and 22nd October. Set up will be required from the Friday (20th). It was agreed that a charge of \$100 for the use of the centre was appropriate.
- Garden maintenance – mulch is still being spread around; rabbit problems appear to have subsided
- Womtober/Open-day – do we wish to host another one? Committee needs to think over and will discuss further at the next meeting. Idea brainstorm;
 1. Hold in the spring time – October or November?
 2. Pie truck option for food - Initial enquiry to be made **ACTION: KEITH**
 3. Pizza option for food?
 4. Charge an admission fee?
 5. Do we have a theme?
- Veggie Cart – discussion on what we would actually do with the cart. Excess produce or merely a decorative item. Position to be decided but might be good to have as our “notice board” at the front. First step is to check the viability and structure of the cart. **ACTION: JOHN**
- Front Fence & trees – downed trees have been removed but fence still needs repairing. Replacement of the notice board is also still required and an approach to the council to replace (since it was their tree that took it out) would be appropriate. **ACTION: MAREE**
- Payment for the community centre use – what is the best approach for users to make payments? Some still insist on cash while others might prefer a barcode option. Policing the payment system remains a challenge. Feedback from the community via a question in the grapevine (JB had mentioned this in an email exchange). **ACTION: KERRY**
- Garden Club/Growing Group – Annual payment was reduced to \$500 from \$600. Discussed increasing back to \$600 though payment was paid in March for \$500. For 2024 annual fee could be increased to \$600 though we did not

want the group to stop using the facilities just because of an increase. Need to talk to Jill Hess. **ACTION: MAREE**

- Website – Graham Rothwell is working away on the website and while it is a slow process, it is not far from being finished. Information has not greatly changed but has certainly been updated to current. Final check of information is still remaining. Grapevine needs to be migrated to the new website.

ACTION: MAREE, JOHN, GRAHAM

- Grapevine - John will publish weekly issues on 23rd and 30th May, 6th and 13th June while Kerry is away. **ACTION: JOHN**

- Safety Gear – Coates Hire had given us Chaps and helmets for residents to hire but no one has ever used. Decision made to sell these items. \$100 for chaps and \$40 for helmets. Keith to forward details to Grapevine for inclusion. If no sales from that avenue, then list on Ebay. **ACTION: KEITH, KERRY**

Next Meeting: Monday June 19th @ 7:30pm

Meeting Closed: 8:33pm