

PEARL BEACH PROGRESS ASSOCIATION INC

PBPA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday 26 June 2024 at 4pm

Pearl Beach Memorial Hall

Attendees – Victoria Crawford (Chair), Donna Higgins (Secretary/note taker) Gary Phillips, Cathy Lancaster, Lynne Lillico, Malcolm Davison, Margaret Westcott names

Apologies – Paul Barclaire

| Item No. | Business Item | | | Person responsible for action | |
|----------|--|---------------|----------------|-------------------------------|---|
| 1 | Minutes of previous Executive meeting The 20 th May 2024 Executive committee minutes were accepted as a true and accurate record of the meeting Proposed: Lynne Lillico Seconded: Margaret Westcott | | | | |
| 2 | Matters arising Building insurance is due for renewal. Action: Obtain quote if insured building value is increased from \$1,000,000 to \$1,500,000. Minutes of General Meeting 1June 2024 These were discussed and are ready for the General meeting. | | | MD | |
| 3 | Correspondence | | | | |
| | Date | In/Out | From | To | Subject |
| | 20/5/24 | In | AUSGRID | PBPA | Advice re pole replacement and interrupted power |
| | 20/5/24 | In | Cally Osmond | PBPA Executive | Response to recording of General Meeting |
| | 21/5/24 | Out | PBPA Executive | May General meeting attendees | Issues and fixes for video conferencing and policy. |
| | 21/5/24 | In | Kate Lindsay | PBPA Executive | Complaint re remote attendance policy |
| | 21/5/24 | Out | PBPA Executive | Kate Lindsay | Response to complaint |

| | | | | |
|----------|---|-----------------------------|---------------------|--|
| 24/5/24 | In | Kerry Caloyannidis | PBPA Executive | Formal complaint re remote attendance policy. |
| 24/5/24 | In | Kate Lindsay | PBPA Executive | Formal complaint re remote attendance policy |
| 25/5/24 | Out | PBPA Secretary | PBPA membership | June General meeting mail |
| 28/5/24 | In | Arboretum secretary | PBPA Secretary | Arboretum decision to donate unused defibrillator to PBPA |
| 28/5/24 | Out | PBPA Secretary | Arboretum Secretary | Thank you for donation |
| 31/5/24 | In | Bob Lee Umina Blue Swimmers | PBPA Executive | Request for meeting re access difficulties to PB rock pool |
| 31/5/24 | In | Amanda Thomson | PBPA Executive | Complaint re remote attendance policy |
| 1/6/24 | Out | Amanda Thomson | PBPA Secretary | Response to complaint |
| 1/6/24 | Out | PBPA Secretary | PBPA Membership | Winter GEM |
| 5/6/24 | In | Pim Sarti | PBPA Executive | Request for restocking Tree Walk brochure and cleaning of tree plaques |
| 5/6/24 | In | Mary Knaggs PBEG | PBPA Executive | Advice PB Environment group will manage brochures and tree plaque cleaning |
| 6/6/24 | In | Cally Osmond | PBPA Secretary | Video of burnouts at top of hill |
| 18/6/24 | In | Arboretum secretary | PBPA Secretary | Advice re PB Tree day competition |
| 18/6/24 | In | Patonga PA | PBPA Executive | List of local issues for prospective CCC councilors |
| 23/6/24 | In | John Head | PBPA Executive | Donation |
| 4 | Matters arising Robert Lee from the Umina Blue Swimmers who meet at the Pearl Beach Rock Pool will attend the next PBPA General meeting. He has been lobbying CCC for improved access to the pool and will speak briefly seeking support. | | | |
| 5 | Membership One new member – Chris Rhodes has rejoined. One of the recent membership applicants needs a | | | VC |

| | | | | | | | | | | |
|-------------------------------|--|--|---------------------------------|------------|-------------|---------------------------|--------|--------------|--------------|-----------|
| | <p>reminder to pay email. Annual membership payments are now due to be sent out. As each member renewal invoice has to be individually entered into MYOB, an easier method will be chosen. The Membership renewal form will be discussed and updated.</p> | <p>VC, GP VC, GP</p> | | | | | | | | |
| 6 | <p>Finance</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Money in 1 May - 31May</td> <td style="width: 50%;">Money out 1 May – 31 May</td> </tr> <tr> <td>\$2,683.70</td> <td style="text-align: right;">\$22,272.48</td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Bank balances 30 April 24</td> <td style="width: 50%;">31 May</td> </tr> <tr> <td style="text-align: right;">\$184,972.11</td> <td style="text-align: right;">\$165,383.33</td> </tr> </table> <p>The Treasurer is still completing the Draft budget. With 3G ending, the tyro efpos machine will need replacing. Different systems and their costs were discussed. Action: a new Square handheld will be purchased during the current 20% off sale.</p> | Money in 1 May - 31May | Money out 1 May – 31 May | \$2,683.70 | \$22,272.48 | Bank balances 30 April 24 | 31 May | \$184,972.11 | \$165,383.33 | GP |
| Money in 1 May - 31May | Money out 1 May – 31 May | | | | | | | | | |
| \$2,683.70 | \$22,272.48 | | | | | | | | | |
| Bank balances 30 April 24 | 31 May | | | | | | | | | |
| \$184,972.11 | \$165,383.33 | | | | | | | | | |
| 7 | <p>Complaints</p> <ul style="list-style-type: none"> • A member who recorded the May General meeting did not share it and has deleted the recording. • Complaint to CCC.re safety of PBPA signs at the main intersection on Diamond Road was discussed with CCC ranger who advised he had no issues with the signage. • A formal complaint from one member re another holding an email list was discussed. A Code of conduct adopted on 1 June cannot be used retrospectively and no action will be taken. A letter will be sent accordingly. | VC | | | | | | | | |
| 8 | <p>Video conferencing</p> <p>Letters will be sent to members who made formal complaints re the policy, advising them that a membership discussion at the June General meeting indicated a range of ideas, including the opinion that it was a generous policy. Therefore, the current policy will be followed.</p> | VC | | | | | | | | |
| 9 | <p>AGM</p> <p>Although there is uncertainty of the date the accounts will be finalized, the Executive is aiming for the tentative date of 31 August for the AGM. All relevant papers would therefore need to be sent to the membership by 3/8/24.</p> <ul style="list-style-type: none"> • It was decided that an information session for members interested in standing for the committee | VC | | | | | | | | |

| | | |
|-----------|--|-----------|
| | <p>would be held .13 July at 5 pm.</p> <ul style="list-style-type: none"> • It was decided to add nominees to the website as their nominations are received. • Suggestions for the returning officer were discussed. VC will approach those suggested. | VC |
| 10 | <p>Sub-Committees and working parties</p> <ul style="list-style-type: none"> • Hall management The Hall floor will be sealed in late August. • Events and fundraising 28/7 Dr John Irvine’s Book Launch \$10 BYO drinks and nibbles • 4th or 11th August community breakfast at Pearlies • Environment – When the water levels in the lagoon drop, the dredging of sludge will commence and silt traps installed. A letter will be drafted for residents surrounding the lagoon informing them of the process and dates. It will be posted on the website and on the notice board. • Grant application – to Australia Post in the category of Emotional Health and Wellbeing with a focus on the Lunch Club. • Style Guide is a work in progress. | |
| 11 | <p>Other business Member survey The possibility of compiling and distributing this in July will be explored.</p> | |

Next meeting – Wednesday 24 July 2024 at 4 pm