

PEARL BEACH PROGRESS ASSOCIATION INC

EXECUTIVE MEETING MINUTES

28/8/24 at 4pm at 31 Amethyst Avenue Pearl Beach

Attendees – Victoria Crawford (Chair) Donna Higgins (Secretary) Gary Phillips, Lynne Lillico, Westcott, Cathy Lancaster, Paul Barclaire

Apologies – Malcom Davison

Business Item	Action
<p>Minutes of previous Executive meeting The 26 July 2024 Executive committee minutes were accepted as a true and accurate record of the meeting</p> <p>Proposed: Margaet Westcott Seconded: Lynne Lillico</p> <p>Matters arising All July action matters completed.</p> <p>Minutes of General Meeting 3 August 2024 These were discussed and are ready for the General meeting.</p>	

Business Item	Action -
<p>Correspondence Paul Toohey advised the Executive that the batteries of the beach front defibrillator and the tennis court defibrillator needed replacing ASAP. Decisions will need to be made regarding the ongoing costs, as the real estate sponsorship for the beach front defibrillator has ceased, and the tennis court defibrillator is now locked in the club building. A local resident has donated \$750 towards the ongoing costs this year, and this will cover the greater part of the two new batteries. A letter will be written to the Tennis Club to advise them of the new battery.</p>	VC

Correspondence				
The following correspondence (as listed in the table below) has been received or sent since the last Executive meeting.				
In/Out	Date	From	To	Subject
In	31/7/24	Rachel Shea	PBPA Executive	Permission to add her video Stories of Pearl Beach to the PBPA website

In	31/7/24	Jason Cabal	PBPA	PBPA Insurance renewal policies
In/Out	Date	From	To	Subject
Out	1/8/24	PBPA Secretary	Kerry Caloyannidis	Thank you for thoughts on Special Meeting discussion points
Out	1/8/24	PBPA Secretary	Bev Lapacek	Thank you for organising Yulefest lunch
Out	1/8/24	PBPA Secretary	Danny Pinczewski	Confirmation of PBEG submission to CCC re development application at 36 Coral Crescent plus membership form
Out	1/8/24	PBPA Secretary	Manager Almalfi	Thank you for donation of vouchers for Yulefest lunch.
Out	2/8/24	PBPA Secretary	Anne Gan	Welcome to PBPA
Out	2/8/24	PBPA Secretary	Caroline Blackburn	Welcome to PBPA
In	13/8/24	Paul Toohey	PBPA President	Information re AED battery renewals
Out	22/8/24	PBPA President	CCC	Lodgement of Fire Safety Statement
Out	22/8/24	PBPA President	Fire and Rescue NSW	Lodgement of Fire Statement
Out	25/8/24	PBPA President	Karina Stafford	Hall Event Application form
In	27/8/24	Patonga PA Secretary	PBPA Secretary	Mailout invitation to Sing a long in PB Hall

Business Item	Action
<p>Membership No new members The financial membership currently stands at 225. A letter will be sent to members who have not renewed to date, encouraging them to do so.</p>	VC

Business Item	Action
<p>Finance 31 July 2024 Income \$9,451.50 Expenditure \$33,110.19 Current bank balance \$151,340.67 including \$100,000 in fixed term deposit The finances have been sent to the auditor The details of expenses/profits for each event will be clarified</p>	VC

Business Item	Action
<p>AGM This will be held 20 October at 3pm. The Returning Officer is Jozefa Sobski. Nominations will be called two weeks prior, on 15 September. Nominations to be sent to the Secretary Nominations will close 30 September. The Secretary will load the nominations to the cloud and the Assistant Secretary will load them into the system. Online voting will commence 6 October using Election Runner. Paper ballots will be available at the Hall during the afternoon prior to the AGM. Meeting to be organised for next week to discuss process with Jozefa Sobski. Each nominee will be asked to provide a 300word description of what they believe they can offer, with a photo attached if they wish.</p>	<p>DH GP VC and JS VC</p>

Business Item	Action
<p>Pearl Beach Social Club A group of residents have formed an incorporated, not for profit group. They have booked the Hall for a sing a long movie and two discos. PBPA has requested proof of “not for profit” status, proof of insurance and proof of copyright clearance, before not for profit hire rate can be applied and film can proceed, as PBPA would be liable if there were any copyright issues. The website needs to be amended to clarify that not for profit rates may be negotiable. The Executive is concerned that this group is in competition and will take potential income avenues from PBPA.</p>	<p>VC GP</p>

Business Item	Action
<p>Sub-Committee Reports <u>Hall committee</u> The floor has been resealed and will take time after we can reopen to fully set firmly. No chair dragging, or moving the piano until then.</p> <p><u>Events and fundraising</u> Planned activities include:</p> <ul style="list-style-type: none"> • Wine and Food Fair with PB stall • Spanish paella night -booking with Eventbrite (booking fee must be included in ticket price – no longer permissible to advertise booking fee.) • Monthly Sunday Morning Tea at the Hall • Melbourne Cup afternoon tea. 	

Business Item	Action
<ul style="list-style-type: none"> History of British Rock – contact RFS re parking control. 	DH
<u>Environment group</u> Lawyer assisting PBPA qualify for DCR (charity status) has been seeking all examples of involvement in the local environment.	VC
Document re DGR status to to also include the case for social well-being.	CL

Business Item	Action
AEDs Paul Toohey advised the Executive that the batteries of the beach front defibrillator and the tennis court defibrillator needed replacing ASAP. Decisions will need to be made regarding the ongoing costs, as the real estate sponsorship for the beach front defibrillator has ceased, and the tennis court defibrillator is now locked in the club building. A local resident donated \$750 towards the ongoing costs in the early part of 2024, and this will cover the greater part of the two new batteries. A letter will be written to the Tennis Club to advise them of the new battery and suggest the Tennis Club take over all maintenance and replacement costs in the future.	VC

Business Item	Action
Style Guide This is almost ready to be distributed to the Executive for comment. The aim of the Guide is to provide guidance, to streamline the process for corflutes, banners and fliers. The facebook page and web page will need to be included in the process for uniformity of branding.	

Business Item	Action
Other business <u>Member survey</u> A draft survey has been sent to Executive members for comment. Final responses are needed ASAP. The survey will be sent to members via email as well as placed in the hoppers. Once the responses are collated, the results will be used to help the next committee develop a 3-5year plan for PBPA	VC DH

Meeting Closed - 6.05pm

Next meeting – Wednesday 25 September 2024 at 4 pm