

PEARL BEACH PROGRESS ASSOCIATION INC

EXECUTIVE MEETING MINUTES

Date 24 April 2024 Time 4pm
31 Amethyst Avenue Pearl Beach

Attendees –Victoria Crawford, Gary Phillips, Lynne Lillico, Paul Barclaire, Cathy Lancaster, Malcolm Davison, Donna Higgins

Business Item	Action
<p>The minutes from previous General and Executive meetings were discussed for accuracy.</p> <p>General Meeting Minutes 2 March. Ex Secretary Nigel Tisdale wants the minutes to be presented as he wrote them, with the amendments by Gary Phillips and Cathy Lancaster to be included in different colours, and the minutes which Gary Phillips does not believe should be included crossed out.</p> <p>Executive Meeting Minutes 15th Feb Nigel Tisdale also asked if the Executive minutes from 15 Feb be included in the meeting mail out. It was decided that since Executive minutes are not sent to members, the cover letter with the mail out would refer the members to the minutes on the PBPA website.</p> <p>Executive Meeting Minutes 4 April and 12 April These were reviewed and all names from complaint items to be removed.</p>	

Correspondence

The following correspondence (as listed in the table below) has been received or sent since the last Executive meeting.

Date	In/Out	From	To	Subject
29/3/24	IN	Louise Lambert	Lynne Lillico	Unpatrolled beach safety program
30/3/24	IN	Gerarda Luck	PBPA Executive	Motion to remove Exec Member
30/3/24	Out	Victoria Crawford	Gerarda Luck	Response to motion email -needs to be presented to Executive 1 st before General Meeting to discuss correct procedures
30/3/24	IN	Gerard McCreton	PBPA Secretary	Did PBPB release his email address to Van Davy
30/3/24	Out	Gerard McCreton	PBPA Secretary	Response -PBPA Never releases email addresses
30/3/24	Out	PBPA Secretary	PBPA Membership	April General Meeting package- Agenda, Minutes, Financials, Draft Code of Conduct

Pearl Beach Progress Association Inc.
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31/3/31	In	John Hames	PBPA Secretary	Query re release of email address to Van Davy
31/3/24	Out	PBPA Secretary	John Haymes	Response-PBPA never releases email addresses
31/3/24	In	Ashley Fraser	Secretary PBPA	Query re release of email address to Van Davy
31/3/24	Out	PBPA Secretary	Ashley Fraser	Response-PBPA never releases email addresses
31/3/24	Out	PBPA Secretary	Penryn Maddrell	Advising of complaint re posting article from outside cafe on face book.
1/4/24	Out	PBPA Secretary	PBPA Membership	Announcing the results of Book Fair and congratulating organisers and helpers
1/4/24	In	Amanda Winley	PBPA Secretary	Complaint re above email – believes it is marketing and should not go to email address where she received it.
1/4/24	Out	PBPA Secretary	Amanda Winley	Confirming address used in system.
1/4/24	In	Hamish Duncan	PBPA Secretary	Complaint- Book Fair result email unnecessary, divisive And incorrect. Should clarify financially most successful one day event
1/4/24	Out	PBPA Secretary	Hamish Duncan	Advised this email usually sent every year as many residents over years have been involved and keen to know outcome.
2/4/24	In	John Head	PBPA Secretary	Query re release of email address to Van Davy
2/4/24	Out	PBPA Secretary	John Head	Response-PBPA never releases email addresses
2/4/24	In	Dept Fair Trading	PBPA Secretary	Confirmation of Malcolm Davison as Public Officer
2/4/24	In	Amanda Winley	PBPA Secretary	Corrections for Minutes 2 nd March General Meeting
2/4/24	In	Amanda Winley	PBPA Secretary	Complaint re validity of Book fair email to members
2/4/24	In	Kerry Caloyannidis	PBPA Secretary	Formal complaint re source of emails for Van Davy
2/4/24	Out	PBPA Secretary	Kerry Caloyannidis	Response-PBPA never releases email addresses.
3/4/24	Out	Peter Romey	PBPA membership	Hall renovations underway. As a work zone everyone needs to stay offsite. Any queries, contact Peter
4/4/24	In	Paul Toohey	PBPA Executive	Confirmation Community Support Centre Project is complete
5/4/24	In	Nigel Tisdale	PBPA Secretary	Corrections for March 2 nd minutes
12/4/24	In	Penryn Maddrell	PBPA Secretary	Response to Complaint from Amanda Winley re posting on line, Penryn Maddrell has resigned from PBPA
12/4/24	In	Mary Knaggs	PBPA Secretary	Acquittal form for CCC RE Community Support Centre
16/4/24	In	Empire Bay Progress Assoc.	PBPA Executive	Query re name of PBPA insurance brokers
23/05/24	In	Karina Stafford Nigel Tisdale	PBPA Exec	Unacceptable behaviour – 16 issues

<p>Matters Arising The letter received from the past President and past Secretary detailing several issues will be considered for a response. Acknowledgement of receipt of letter to be sent.</p>	DH
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Business Item	Action						
<p>Membership Applications The following membership application was presented to the meeting and accepted by all.</p> <table border="0" data-bbox="156 566 874 667"> <tr> <td>Donna Carr</td> <td>Kylie Washington</td> </tr> <tr> <td>Jesse Hegg</td> <td>Sophia Zachariou</td> </tr> <tr> <td>William Hastings</td> <td>Judy McFarlane</td> </tr> </table>	Donna Carr	Kylie Washington	Jesse Hegg	Sophia Zachariou	William Hastings	Judy McFarlane	DH
Donna Carr	Kylie Washington						
Jesse Hegg	Sophia Zachariou						
William Hastings	Judy McFarlane						

Business Item	Action
<p>Financial Reports Victoria Crawford is still trying to access some information in MYOB, making a complete financial report for the month of March difficult. A simple report including Income for the month, Expenses for the month and account Balance, will be presented. Plan to review and investigate financial system being used to see if it is fit for purpose or if a simpler and cheaper system would be better. Victoria Crawford, acting as Treasurer, requested and was granted access to the membership list to check payment status. A "Paid" column to be added to the register. Need to re instigate debit cards. 2 cards with a \$500 limit.</p>	<p>VC</p> <p>VC</p> <p>GP</p> <p>VC</p>

Business Item	Action
<p>Sub-Committee Reports</p> <p>Hall Management Next meeting 3 May. Painting is due to start 3 May Temporary curtains will be needed for the Cinema Club</p> <p>Events Pearlies has approached the PBPA re possible joint activities e.g. Breakfasts at the café. It was noted that WOW will be holding a session in the Hall 2nd November and Pearlies will be providing boxed lunches. Next events will be Anzac Day, Trivia Night, Cinema Club, Showcase /Scholarship concerts, Classical Piano concert, The Troubadour Concert Another garage sale to be held in June.</p> <p>Environment – no report</p>	

Guidelines – Code of Conduct
 This will not be ready for the May General Meeting due to time constraints.

Business Item	Action
<p>Other Business:</p> <p>Complaints Discussions have occurred between Victoria Crawford and the complainant re a committee member. If a resolution cannot be achieved, the next step, as advised by Justice Connect, will be mediation, and an appropriate mediator would need to be identified.</p> <p>Insurance A meeting has been organised with the Insurance Broker for Thursday 2 May to discuss insurance policies going forward.</p> <p>President The current need for additional members was reviewed and it was decided to continue on as is, with one appointment of Margaret Westcott as an Ordinary Member.</p> <p>Video Conferencing Google Meet will be used instead of Zoom. It will be organised and run by Gary Philips with the link to be included in the General Meeting mail out. No discussion between members who have logged on to be allowed.</p> <p>AGM An audit will be organised to be ready at least two weeks before the AGM. The proposed date is August 31 2024</p>	<p>VC</p> <p>MD</p> <p>GP</p>

Business Item	Action
<p>Items to be deferred to next meeting: Video conferencing Community Grants Defibrillators Legal Advice PBPA website and face book page Member survey Style Guide The Coast</p>	

Meeting Closed: 6.15PM

Next Executive Meeting: TBA