

# PEARL BEACH PROGRESS ASSOCIATION INC

## EXECUTIVE MEETING MINUTES

26/9/24 at 4pm at the Pearl Beach Memorial Hall

**Attendees** – Victoria Crawford (Chair) Donna Higgins (Secretary), Lynne Lillico, Margaret Westcott, Cathy Lancaster, Paul Barclaire, Malcom Davison

**Apologies** – Gary Phillips

Business Item	Action
<p><b>Minutes of previous Executive meeting</b> The 28 August 2024 Executive committee minutes were accepted as a true and accurate record of the meeting</p> <p>Proposed: Lynne Lillico                      Seconded: Paul Barclaire</p> <p><b>Matters arising</b> Letter to be sent to the Tennis Club re the ongoing costs of their defibrillator. There is the possibility of a new sponsor for the PBPA beachfront and Hall AED's. The current out of date sponsorship sign of the beachfront AED to be removed or covered.</p> <p><b>Minutes of General Meeting 7 September 2024</b> These were discussed and are ready for the General meeting.</p>	<p>VC, DH</p> <p>PB</p>

Business Item	Action -
<p><b>Correspondence</b> The members who had not renewed membership had been identified and received letters encouraging them to do so. Many have since renewed membership. A final accurate list will be needed in the event of online voting.</p>	<p>VC</p>

Correspondence				
The following correspondence (as listed in the table below) has been received or sent since the last Executive meeting.				
The hourly charge for hall rental	Date	From	To	Subject
In	31/7/24	Rachel Shea	PBPA	Permission to add her video

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			Executive	Stories of Pearl Beach to the PBPA website
<b>In</b>	31/7/24	Jason Cabal	PBPA	PBPA Insurance renewal policies
<b>In/Out</b>	<b>Date</b>	<b>From</b>	<b>To</b>	<b>Subject</b>
31/9/24	Out	PBPA Secretary	PBPA Membership	September GM mail
7/9/24	Out	PBPA Secretary	PBPA Membership	Spring GEM
15/9/24	Out	PBPA Secretary	PBPA Membership	Advice re AGM and nomination forms
16/9/24	In	Project coordinator	PBPA Environment Group	Hawkesbury-Nepean River System Coastal Management Program (CMP). Re public input.
20/9/24	In	NSW Gov.	Ben Kearney PBPA	What We Heard -Summary of public feedback re Water for bushfire preparedness and firefighting

<b>Business Item</b>	<b>Action</b>
<b>Membership</b> Penryn Maddrell has rejoined	

<b>Business Item</b>	<b>Action</b>
<b>Finance</b> As per August finance report sent with the October meeting mail out. A request has been made to the auditor for the accounts to be received by 6 October so that they can be sent to members with the AGM agenda, and minutes of the previous AGM.	<b>VC</b>

<b>Business Item</b>	<b>Action</b>
<b>AGM</b> This will be held 20 October at 3pm. The Returning Officer is Jozefa Sobski. Nominations have been called on 15 September, and 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.	<b>DH GP</b>

Business Item	Action
<p>Paper ballots will be available at the Hall during the afternoon from 2pm – 3pm prior to the AGM.            A reminder of the close of nominations will be sent pm. Thursday 26 September, with advice re current nominations received.            Previous secretary to be contacted to supply 2023 AGM minutes.</p>	<p>DH VC</p>

Business Item	Action
<p><b>Pearl Beach Social Club</b>            The appropriate hourly hall rental charge for the Pearl Beach Social Club was discussed again.            Due to lack of transparency in their use of monies raised, the Executive Committee confirmed that the full hourly rental fee will be charged.</p>	

Business Item	Action
<p><b>Sub-Committee Reports</b>  <u>Hall committee</u>            The internal hall painting will finish this Friday.28September.            The Hall committee sound system subcommittee has selected a sound system to replace the current problematic system.            The budget allocated was \$1800 and the new system including purchase and installation is \$1,699  <u>Events and fundraising</u>            Planned activities include:</p> <ul style="list-style-type: none"> <li>• Wine and Food Fair with PB stall and café on the back deck.</li> <li>• Monthly Sunday Morning Tea at the Hall commences 27 October.</li> <li>• Melbourne Cup afternoon tea. Royal theme, BYO food and drink</li> <li>• History of British Rock – currently 332 tickets sold.</li> <li>• A BBQ and raffle will be held at the hall on the long weekend to coincide with the Art Trail.</li> </ul> <p>The Coffee van will be approached re attending other events.            More Pearl Beach bags to be purchased for sale.            It was decided to query the cost of registering the Pearl Beach logo, designed by Pat Everett using art work from Pim Sarti.            A request was made for all press releases to be discussed with the Publicity officer first, to avoid duplication.            The Monday Lunch Club was a successful winner of an Australia Post community grant to support mental wellbeing, submitted by Cathy Lancaster. The grant, for \$4,980, will be used to fund three lunches at Patonga (including Patonga was a condition of the grant) and the remaining lunches to be held at the Pearl Beach Memorial Hall.            The grant was also conditional on the group organizing a Mental Health Well Being training, with a minimum of 22 people.  <u>Environment group</u></p>	<p>VC  LL, MM          CL</p>

Business Item	Action
<p><b>DCR (charity status)</b> Lawyer assisting PBPA has informed us that the possibility of gaining DCR status is highly unlikely, as we do not meet several of the benchmarks, and will not be likely to do so in the future. The lawyer did state that there was a possibility that the Environment Group may be eligible, but they would need to decide if they wished to take that path.</p> <p>Lagoon Dredging Council is holding a preliminary meeting with their PB contact on Friday 27 September</p> <p>Wheelies at the top of the hill</p> <p>Margaet Westcott has added information from her article in the Spring GEM to the HUB face book page and will add it the PBPA face book page.</p> <p><b>Guidelines working party - No report</b></p> <p><b>Council liaison – No report</b></p>	<p>MK</p> <p>MD</p>

Business Item	Action
<p><b>Style Guide</b></p> <p>This has been distributed to the Executive for comment, and was also submitted to a marketing professional for comment. His main recommendation was to use more red than blue, as it stands out more, and to use key point only. The Pearl Beach logo will also be added. The next goal is to make the face book page more interactive so that information can be shared more quickly. The Instagram page will also be reviewed.</p>	<p>GP</p>

Business Item	Action
<p><b>Member survey</b></p> <p>The draft survey was submitted to a professional who works with surveys. Amongst the suggestions was the recommendation to use Monkey Survey. The survey will be sent to members in October, prior to the AGM. Once the responses are collated, the results will be used to help the next committee develop a 3-5year plan for PBPA</p>	

Business Item	Action
<p><b>Other business</b></p> <p><b>Wheelies at the top of the hill</b></p> <p>Margaret Westcott has been persuing this matter with the police. The committee decided that we need to identify who owns the land where any potential camera could be placed.</p> <p>As the road is a main road, any traffic controllling devices will be determined by a state government department, not CCC.</p>	<p>DH</p>

Business Item	Action
<p>A letter will be sent to Central Coast Council, cc's National Parks and Police WHAT THE ARRANGEMENTS WOULD BE IF A CAMERA WAS TO BE PLACED THERE.</p> <p><b>The Coffee Van</b>            The van has been attending on Saturday and Sunday mornings 8-10, and together with tasty treats by Jeanie Albrecht, was very popular. Unfortunately, someone reported that the van was facing the opposite direction to traffic, and the van owner received a \$230 fine. The Progress Association made the decision to pay the fine on behalf of the owner, as he has been very obliging, and we want him to continue. Appreciation was expressed to Adrian and Helen Thurlow, who, after helping at the Coffee van visit, cleaned the debris from the hall roof. Two large bags of debris were collected, and will be disposed of in empty green bins this week.</p> <p><b>Issues with neighbours</b>            An incident regarding noise on the back deck and responses between a neighbour and someone attending a class at the hall has arisen, with the neighbour making a complaint.            A letter will be written to the neighbour</p> <p><b>Under floor insulation</b>            Two executive members have identified contacts who may be able to complete the repairs, and will work together to achieve the solution required.</p> <p><b>Spear point</b>            After all the work to prepare the Hall for a village fire emergency, it has been determined that the spearpoint cannot be used without the permission of the RFS, and that the only way to contact the RFS is by calling 000. Discussions are now taking place to determine a more stream lined solution.            A meeting is also being held at the Hall on 13 October for those who would like to learn how to operate the emergency equipment.</p> <p><b>Sponsorship</b>            A meeting between PBPA and a potential sponsor is being organised.</p>	<p>DH</p> <p>PB</p> <p>VC</p> <p>MD, PB</p> <p>VC LL</p>

**Meeting Closed - 6.05pm**

**Next meeting – Wednesday 23 October 2024 at 4 pm**