

PEARL BEACH PROGRESS ASSOCIATION INC

EXECUTIVE MEETING MINUTES

27 March 2024 4.00pm

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

Business Item	Action
Minutes of Previous Executive Meeting 15/3/24 The Executive committee minutes were accepted as a true and accurate record of the meeting. Proposed: Paul Barclaire Seconded: Lynne Lillico Matters Arising	
Executive to locate access codes to the photocopier. Victoria Crawford confirmed \$6,000 allocated to Hall maintenance fund in the budget Some monies to be invested in a term deposit for a higher interest rate. Done but signatures need to be changed	GP VC, GP
IT maintenance costs to be added as budget item. Items Maps and Surveys to be deferred. Minutes Executive Meeting 20/3/24 The Executive committee minutes were accepted as a true and accurate record of the meeting.	GP
Proposed: Paul Barclaire Seconded: Catherine Lancaster Matters Arising Access to PBPA face book page – in progress. Minutes to be posted on website.	GP GP

Correspondence

The following correspondence (as listed in the table below) has been received or sent since the 15 February meeting.

Date	In/Out	From	То	Subject
10/3/24	In	Karina Stafford	PBPA Exec	Resignation as PBPA President
11/3/24	In	Gerarda Luck	PBPA Exec	Resignation from Events/Fund
		· · · · · · · · ·		Raising Committee
11/3/24	In	Nigel Tisdale	PBPA Exec	Resignation as Secretary PBPA
12/3/24	In	John Quigg	PBPA	Invitation to Patonga PA Flag
				Raising Ceremony
20/3/24	In	John Quigg	PBPA	Seeking community support
				Patonga Crown Land
20/3/24	In	Amanda Winley	PBPA Exec	Complaint re two Members
20/3/24	In	Nigel Tisdale	PBPA Exec	Complaint re Exec Member
20/3/24	In	Kay Williams	PBPA	Seeking lobbying support re
				Referendum to reduce CCC
				Councilors from 15 to nine.
21/3/24	Out	Victoria Crawford	Karina Stafford	Thanking for contribution to PBPA



				requesting more details re resignation
21/3/24	Out	Victoria Crawford	Nigel Tisdale	Thanking for contribution to PBPA requesting more details re resignation
22/3/24	In	Amanda Winley	PBPA Exec	Withdrawal of Complaint against a Member
22/3/24	In	Peter Richardson	PBPA Exec	Resignation as PBPA Vice President
23/3/24	In	Amanda Winley	PBPA Exec	Resignation as PBPA Treasurer
25/3/24	In	NSW Water	PBPA Exec	Questionnaire re water usage in bushfires
25/3/24	In	Van Davy	PBPA Exec	Response to resignations
26/3/24	In	Maria Quigg	PBPA Exec	Patonga Hall Booking Agent requesting updated link on PBPA website for Patonga Hall booking.

11 emails from members re resignations: great effort by Karina

- we don't understand what is happening
- what is really going on?
- resignations were premature
- We look like we have something to hide

Resolved – that the correspondence items be noted and accepted. Moved: Paul Barclaire Seconded: Catherine Lancaster

Matters Arising

Matters Ansing	
The email comments/queries to the Secretary re the resignation announcements	DH
should have been answered in the letters sent to all members DATE 22/3/24	
A clash has occurred again this year with events organised by the Two Turkeys at	LL
Patonga and events organised by PBPA. This year the Literary Lunch at Patonga	
coincides with the Music Scholarship Concerts. It was decided Lynne Lillico will send	
Event dates to the Two Turkeys separately to the GEM dates for more obvious	
attention.	

Business Item	Action
Membership Applications	
The following membership application were presented to the meeting and accepted	DH
by all.	
Michelle Greenway	
Bev and Don Hughes	
Dean Osmond	
Moved: Victoria Crawford Seconded: Lynne Lillico	

Business Item	Action
Implications from resignation of Vice President and Treasurer	
Communication to Members re resignations of Vice President and Treasurer	DH
Victoria Crawford was appointed Treasurer. Will approach Andrew Cordwell for	VC



assistance with MYOB.	
Victoria Crawford advised 3 signatories were essential for bank accounts to prevent	VC,
account payment difficulties when resignations or incapacitation occurs. Victoria	GP,
Crawford, Malcolm Davidson and Gary Phillips will be the 3 signatories with the	MD
PBPA accounts which are held at Bendigo Bank.	
Update email and website to reflect change.	GP
Because two more exec members had resigned, the exec reviewed the previous	GP
decision for all remaining members to resign. Even though we were now two more	
members down we still had all mandatory positions filled, a quorum and that nothing	
had changed since the previous decision.	

Business Item	Action
 Financial Reports Victoria Crawford stated that the financial reports for the month of February 2024 (prepared by previous treasurer) had previously been emailed for consideration by the committee. These included 1. Balance sheet report / P&L / Cash flow Feb 24: Actual this year, last year and year to date. 2. Events (Job P&L) year to date Jan 24 	
Other Financial Matters Signatory Paperwork is to be completed and presented Thursday 28th/3/24 so that	VC, GP,
accounts of approx. \$6000 due 29/3/24 can be paid. Money to be transferred to account for other payments.	MD
There are still some old signatories to be removed from the accounts. The previous treasurer requested an audit be held on her departure; however, it was agreed that this was not necessary as we have confidence in her reporting to date. Accounts for the month were approved and adopted. Moved: Victoria Crawford Seconded: Paul Barclaire	VC
PBPA "Squares" need to be collected and charged ready for the Book Fair and the PBPA access code obtained	GP

Business Item	Action
Sub-Committee Reports	
Hall Management Builders commence 2/4/24	
Events	
30th March Book Fair Easter Sat	
Back Deck Cafe	
Raffle	
Locals Made stall	
30th March Art Trail - local artists	
25th April Anzac Day Dawn Service	
27th April Trivia Fun	
1st May Movie Night	
12th May Mother's Day TBA	
25th May Scholarship Concerts Junior concert, Senior Scholarship,	
26th May Piano Recital, Afternoon concert,	
Decision: Exec agreed to endorse Robyn Barrett as Convenor of events committee	LL
with support from Lynne Lillico if Robyn is in agreement.	
Moved: Lynne Lillico Seconded: Paul Barclaire	
Pearl Beach Progress Association Inc.	
O Diamond Dead Dead NEW 2250	

9 Diamond Road Pearl Beach NSW 2256

www.pearlbeachprogress.org.au



Vote of Thanks to Members who attended the Hall Working Bee. **Environment** No report this month

Business Item	Action
Other Business:	
Complaints Received:	
Complaint 1:	
That a member of PBPA who posted letter critical of PBPB Executive outside the café	
to a local face book page "Willfully acted in a way prejudicial to the interests of the <i>association</i> by disseminating this document via electronic mail" - by Amanda Winley	
The member will be advised that a formal complaint has been made and asked to	DH
respond within 14 days.	
Complaint 2:	
"I draw your attention to the behaviour of a member of the committee who when told	
on the morning of the 9th. of the existence of the article, made no attempt to remove	
the article but instead proceeded to take a photograph of the article and distribute it	
via text to other residents of Pearl Beach. (This can be shown to be accurate). This is	
unacceptable behaviour, and he should be held accountable by Nigel Tisdale	
Received for Consideration	
Letter from Van Davy expressing concern at decisions of Executive members to	
resign and suggesting a Town forum to discuss residents wishes for the town.	
The Executive decided to advise Van Davy that:	
He could use the hall for free	
He would need to facilitate it or organise who did.	DH
The PBPA would publish the event to all members and via the Website and FB etc. General Meeting Frequency:	DΠ
Exec believes it important to return to monthly meetings as more meeting time is	
needed to deal with the numbers of issues/business.	
Members will be asked to vote at next general meeting.	
If a guest speaker has already been organised for May meeting, we will request 4pm	DH
start for the speaker if possible.	
Public Officer:	
Malcolm Davison is now the Public Officer and the relevant paperwork has been	
received from Dept. Fair Trading.	
Code of Conduct:	
Draft Code of Conduct – Victoria reported very little feedback. It will be presented to	VC
members with the agenda for the next General Meeting for constructive comments.	
Joint Meeting with Patonga:	D
The exec agreed to defer indefinitely the PBPA meeting with Patonga PA due to internal	DH
issues.	

Business Item	Action
Items to be deferred to next meeting:	DH
Members Survey	
Style Guide	
The Coast	
Maps	



Meeting Closed: at 6PM

Next Executive Meeting: To be advised.