

Furneaux (Emita) Hall Special Committee

General Meeting

Unconfirmed minutes

Date: Thursday 25th June 2015

Venue: 336 Melrose Rd, Memana

Commencing: 7:45pm

Present: Marc Cobham (Chair), Mel Telfer (Secretary), Helen Carnell (Treasurer), Kate Mooney, Michael Sherriff, Rosemary Walker, Jana Harper (Community Development).

Apologies: Jon Hizzard, Jo Youl, Sophie Pitchford

Confirmation of Previous Minutes: dated 27 April 2015

Moved: Marc Cobham

Seconded: Kate Mooney

Carried

Business Arising from Previous Minutes:

1. Stage 1 renovations

Steps in toilets are seen as a trip hazard when entering through outside doors. Need to be either removed or be painted to be visible. Committee has decided to remove them and paint the edge of the step from the main hall building.

2. Council budget

Waiting to be approved at July meeting. Breakdown is:

- Painting of main hall \$14100
- Disabled toilet + shower \$33000

Kitchen/bar on hold at this stage; waiting to see usage statistics.

3. Grants approved

Gunn Bequest: \$289.70 for badminton nets plus adjustable nets for kids.

Community Grant \$700 for a table plus gear.

Helen to order equipment.

4. **Painting of toilets and kitchen**

**** Dates for working bee: Saturday 1st & Sunday 2nd August 9am****

Jana to order new cutting tools and brushes.

Volunteers to bring any painting equipment they'd like to use.

BBQ lunch to be supplied for volunteers.

Might need some heaters to help dry the paint in the cooler weather.

5. **Incorporated sports club**

- Insurance: if we're a user group we identify main sports we'll get insurance for.

One-off sports get one-off insurance.

- Sports to cover: badminton, table tennis, indoor bowls, yoga, volleyball, basketball, netball, darts, outdoor cricket, footy, soccer.
- One-off events (like Emita Sports, dinners, dances) to be run separately; either acquire separate insurance or run as a Council event.
- Annual liquor permit allows for up to 15hr per week of liquor sales.
- Annual food permit to cover BBQ, pizza oven etc.

6. **General running of the Hall**

Bookings etc to remain a Council responsibility; use Whitemark hall as a model.

Keys to be held by members of Emita Hall group; other individual users would be issued with keys as required.

7. **Shed and entry to grounds**

Council has new tree shredder and pine trees are on the agenda. Need to improve visibility coming out of gateway, especially now that school bus pulls in to pick up 6 local children. Letter from Emita Hall committee to Raoul and councillors asking for action ASAP.

General Business:

1. Permits

Public Place of Assembly will be issued when all painting is completed.

Food handlers course will ideally be run soon. Jana to check with Jacci.

2. First Aid Kit

Jana looking into purchasing one before end of financial year.

3. Equipment to look at purchasing

Picnic tables, marquees, chillers etc; could be hired out for events at Hall or elsewhere.

4. Upcoming events

Croon event 1st week December: Matthew Ives. Swing dance on Saturday night at Emita Hall.

Treasurer's report:

Current balance	\$12 150
	- \$6000 to go to Council (pledge donation)
	- \$1200 for paint for bathrooms / kitchen
	- <u>\$700</u> for second table tennis table
	approx \$4000 remaining

(does not include grant money which will be spent ASAP)

Next meeting: TBA

Meeting closed: 8:54pm