

**WHITEMARK GYM COMMITTEE – SPECIAL COMMITTEE OF FLINDERS ISLAND COUNCIL**

**DATE:** 23<sup>rd</sup> November 2017

**HELD AT :** FIMPC

**MEETING OPENED:** 4.30 pm

**CHAIR:** Deputy Mayor Marc Cobham

**SECRETARY:** Council will provide a secretary for future meetings, that being Claire Nicholls. In Claire's absence from this meeting, Annie Revie volunteered to act take minutes.

**PRESENT:** David Heap, Council General Manager Bill Boehm, Anne Campbell, Vicki Warden, Annie Revie, Deputy Mayor Marc Cobham, Rachel Summers

**APOLOGIES:** nil

**INTRODUCTION:** This is the inaugural meeting of the Whitemark Gym Committee. Committee members received copies of the following at the meeting:

- Special Committees of Flinders Island Meeting Rules (20/06/2013)
- Terms of Reference for the Gym Committee (12/10/2017)
- A report re Flinders Island Gym Technical Consultation by Lochie Nichols (11/10/2017)

**BACKGROUND:** Chairperson, Deputy Mayor, Marc Cobham provided some background for members.

- David provided a definition of a Community Gym as follows – A facility offering gym equipment and programs in an area where a commercial gym is deemed to be not viable.
- The building in which the gym is located is owned by Flinders Island Lions Group. There is an interim agreement currently in place. A lease is being prepared for finalization in the near future.
- The Whitemark Gym was set up in March 2017 by David Heap and Kathleen Ives-Heap.
- By June of 2017 it became obvious that the gym was unable to sustain itself financially.
- The gym was generally regarded as of importance to community health and wellbeing.
- Flinders Council agreed to take over the gym for a trial period until June 2018.

- The Royal Flying Doctor Service currently fund a Physical Health Worker (David Heap) on the island, auspiced by Flinders Island Council. His role includes use of the gym with clients of the program.
- Lady Barron Gym is located at Lady Barron Hall and is currently managed by the hall committee.
- Some equipment is currently owned by David and Kathleen and some is “owned” by other programs; eg Fitness on Flinders. Council has passed a motion to negotiate a lease for the equipment from David and Kathleen until the end of the trial period.
- Council staff wrote the Terms of Reference which have been approved by Council. Committee members will discuss the Terms of Reference at the next meeting. Terms of Reference include a standing invitation for a Lions Club Representative and Council General Manager to attend meetings of this committee in a non-voting capacity if they so wish.
- All community members of this Special Council Committee have been deemed exempt from pecuniary interest until December 2017 by Flinders Island Council.

**Motion** – That the Chair of this committee discuss all relevant decisions / recommendations from this inaugural meeting with the President of the Lions Club as there was no Lions Representative present. Moved Vicki Warden, Seconded David Heap. Passed unanimously.

**Recommended to Council** – That a letter be written to the Secretary of the Lions Club requesting that they select a representative for this role.

### **INDUCTION OF MEMBERS:**

There is currently an induction process in place at Lady Barron Gym. This serves as an agreement between each user and Council regarding health and safety to mitigate liability for insurance purposes. However, there is some different equipment at Whitemark Gym therefore the Lady Barron process can be reviewed and amended specific to Whitemark Gym.

**Motion** – That David Heap review as soon as possible the Lady Barron induction process re its suitability for Whitemark Gym and amend where necessary. Also that those clients currently participating in the RFDS program and on Care Plans will have priority in the induction process.

Moved David Heap, Seconded Rachel Summers. Carried

**DOOR LOCKS:** Council had already agreed to install a code lock on the external door of the gym as well as a key lock between the gym and the main Lions sections of the building. However, a misunderstanding meant that Lions installed key locks on both doors. The pin lock has already been purchased by the trades person on Council staff instruction.

The committee discussed this issue in the context of the Technical Consultation report prepared by Lochie Nichols. In this report an RFID locking system is recommended.

**Motion** - That the Technical Consultation report be noted and discussed in depth at a later date. Moved Marc Cobham, Seconded Anne Campbell. Carried.

**Motion** – That the external door lock be replaced by the pin lock already purchased by the Council Contractor, Steve Kacir. Moved Vicki Warden, Seconded Rachel Summers. Carried

**REGULAR CLEANING OF THE WHITEMARK GYM:** Regular cleaning of the facility was discussed.

**Motion** – That Council assume responsibility for regular cleaning of the Whitemark Gym / space, including purchasing of the necessary cleaning equipment and supplies. Moved : Vicki Warden, Seconded Anne Campbell. Carried

**GYM EQUIPMENT:** Equipment owned by David heap and Kathleen Ives-Heap is currently being used at the gym. There is a need to clarify this arrangement. Bill Boehm is looking into this matter

**VENTILATION:** There is an issue with the level of ventilation in the gym. A Community Grant submission to Council by the Lions Club to purchase an air conditioner for a part of the building was successful. **Motion** – That Council write to the Lions Club stating their awareness of this successful submission and seeking their intention in locating the air conditioner in the building. Moved Vicki Warden, seconded David Heap. Carried.

**Motion** – That Council purchase 2 industrial fans for the gym in the meantime. Moved Rachel Summers, Seconded Annie Revie.

**FEES:** The overall issue of fees at both gyms will eventually need to be discussed by Council. It would be prudent at the moment for the Whitemark Gym to have the same fee system as the Lady Barron Gym. It was resolved that Vicki will acquire an Honesty Box and install it at the Whitemark Gym and be responsible for ensuring that the money be transferred to Council regularly. Fees will be the same as for Lady Barron: \$2.50 per visit or \$5 per week. It was clarified that clients participating under the RFDS will pay no admission fees when attending on the designated RFDS days.

**TECHNICAL CONSULTATION REPORT:** The report advocates a phone app to support a buddy system for gym attendance. The purpose of a buddy system is to ensure that clients do not attend the gym alone – re health and safety. The app would cover both gyms and is very inexpensive.

**Motion** – That we request Council to purchase the app registration for a 12month trial – Workout Buddy App. Moved Vicki Warden, Seconded David Heap.

**OTHER WORK NEEDING ATTENTION IN FUTURE:** It was noted by the meeting that the following issues would benefit from review and maintenance:

- Floor surface
- Windows
- Quality of lighting
- Painting
- Shower installation.

It was resolved that the above issues would be discussed at a later meeting.

**MEETINGS:** It was agreed that in the early stages of the committee, meetings be relatively frequent. Resolved that the next meeting be on Thursday 14<sup>th</sup> December at 4.30 pm in the Strzelecki Room, MPC

**MEETING CLOSED:** 6.14 pm.