

FLINDERS ISLAND GYM COMMITTEE  
MINUTES OF MEETING 20<sup>TH</sup> MARCH 2018 AT MPC

MEETING OPENED: 4.35 pm

PRESENT: Marc Cobham, Vicki Warden, Rachel Summers, Annie Revie, Anne Campbell, David Heap, Dan Pitcher

APOLOGIES: Bill Boehm

ROLE OF SECRETARY: As there is no current secretary of the Gym Committee, Annie Revie volunteered to carry out the role of Secretary. Moved Vicki Warden, seconded Anne Campbell. Agreed

MINUTES OF PREVIOUS MEETING: Minutes having been distributed and read by all members it was moved David Heap, seconded Anne Campbell that the minutes be approved.

CORRESPONDENCE:

IN:

19.03.2018 Margaret Wheatley – Lions Club Grant – Air Conditioner

23.02.2018 Jenny Cooper – Expression of Interest for Committee

OUT: Nil

Note: Jenny Cooper has expressed interest in joining the committee. This cannot be accepted until Council have approved it.

BUSINESS ARISING FROM MINUTES:

1. Volunteer Inductions

Council volunteer inductions need to be completed by all committee members.

ACTION: Vicki to send online link to those members who have yet to complete induction.

Vicki to ask Kara to contact Anne when she has time to do Anne's induction.

2. Insurance and Daily Checks

A minor incident occurred at the gym that drew attention to the need to have electrical items tested and tagged. By this week Council will have appointed someone to carry this out. There is a monthly check of equipment by Council Corporate Services Officer. Insurance cover will be sorted once electrical testing is complete and daily checks are instigated. A council staff member will be assigned the task of daily checks Monday-Friday. Weekends checks are yet to be determined.

3. Gym Signage

There is a notice in the gym re using the space and equipment at own risk.

#### 4. Gym Equipment

John Loudon from MPC obtained assurance from the RFDS who supplied some of the equipment that they are pleased the equipment is being well used by the Community. However, there is still a need to clarify actual ownership. If RFDS transfers ownership of equipment to Council then Council will need to include equipment on its asset register and allow for depreciation etc.

ACTION: David to supply Dan with a full list of equipment so that continuous inspections and maintenance can be carried out.

Marc to clarify if RFDS is transferring ownership to Council or maintaining ownership.

#### 5. Lease

Dan reported from Bill that Lions have had the draft lease for some time and just waiting for them to sign it.

ACTION: Marc to discuss this with Lions and ensure the lack of lease is resolved as soon as possible.

#### 6. Waiver Form

Dan is to ensure that all inducted members sign the new waiver form.

ACTION: David to give Dan a list of gym members inducted.

#### 7. Committee Membership

The recommendation to increase the committee membership and decrease the quorum will go to the April Council Meeting.

#### 8. Facebook/Whiteboard

Rachel has set up a Facebook page re gym. At the moment this will be used instead of the previously mentioned Buddy App. Only inducted members of the gym will be able to join the Facebook page at present.

#### 9. Drinking Water:

Mick Grimshaw offered to supply demijohns of Strait Water. However these are very difficult to lift and pour. At this point individuals will have responsibility to supply their own drinking water due to inadequate facilities at this stage.

#### AGENDA ITEMS:

#### 10. Gym Usage

There have been 71 RFDS gym users and 163 other users over the first 19 days of March 2018. This is excellent usage. 79 gym users have currently completed the induction process. Vicki forgot to bring the spreadsheet on gym usage and income but provided the table below after the meeting.

Month	Total No. of Visits	RFDS Visits (free)	Other Visits (paid)	Income (per month)	Income (running total)
January	214	133	81	\$164	164
February	360	157	203	\$552	716.45
March (to date)		71	163	\$120	836.45

#### 11. Induction Program

Individual inductions will no longer be provided, instead group induction will be held. The first will be held on 9<sup>th</sup> April at the Whitemark Gym at 5.00 pm. Individuals will need to book for group induction. Sessions will be advertised in the Island News.

#### 12. Cleaning

Gym is currently being cleaned once per week on a Thursday. David believes cleaning needs to be done twice per week.

ACTION: Dan to look into this.

Dan suggested a working Bee on Tuesday 10<sup>th</sup> April to tidy up, move some equipment and to make a list of things needed to be acquired e.g. shelving for storage.

ACTION: Committee members are asked to attend if possible.

#### 13. Council Community Grants

The Gym Committee is eligible to apply for a Council Community Grant and for a Gunn's Bequest. Applications close 20 April. Decision not to apply for funding for an air conditioner as the building is only leased. By June we should know how the Council is thinking re the ongoing nature of the gym.

ACTION: David, Marc and Vicki will draw up application for storage shelving from the Gunn's Bequest Fund and money to purchase an Upper Body Ergometer from the Community Grant. This machine would be excellent to support users with disabilities e.g. confined to wheelchair as well as able bodied users.

#### 14. Fundraising

There is currently approximately \$800 in the account from fees. There was discussion on how to track whether all general visitors have paid for gym usage with no resolution. Also discussed whether the Gym Committee can access this money and if the committee fund raised, what would happen to that money. Decided that fund raising should be on hold till information has been clarified on funds raised.

ACTION: Dan to investigate whether committee access to the gym fee money is possible and how council would deal with monies raised by the committee. Also, to investigate how the Lady Barron committee deal with funds raised for the LB gym.

#### 15. State Gov't \$100k Commitment to Sports Club

A State government grant of \$100,000 has been promised to the Sports club - we are unsure of their direct plans for this.

NEXT MEETING: Tuesday 1<sup>st</sup> May, 4.30 pm at MPC.

MEETING CLOSED: 6.10 pm