

UNCONFIRMED MINUTES

MEETING OPENED

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

APOLOGIES: Annie Revie

MINUTES OF PREVIOUS MEETING ON 20<sup>TH</sup> MARCH 2018

Moved: D Heap      Seconded: A Campbell

The minutes of the 20 March 2018 meeting were confirmed.

CARRIED

BUSINESS ARISING FROM THE PREVIOUS MEETING

1. Induction as Council Volunteers

All committee members have registered and been inducted as council volunteers.

2. Detailed list of machines to be repaired to Dan

A list of equipment requiring repair has been sent to the repairman. Once parts arrive he will visit the island to undertake repairs and to train up some council staff in how to maintain the equipment.

3. Gym Working Bee

The initial working bee was a success. Decision to conduct the next working bee after the equipment has been repaired.

4. Lease

The lease between the Lions Club and Council has been finalised.

5. Committee Membership

At the 19 April Council Meeting, Council agreed to the Committee's recommendation to Council to advertise for another community representative for a position on the committee; and to change the Committee's Terms of Reference to decrease the quorum from five to four members. The revised Terms of Reference were circulated to committee members. A call for expressions of interest for committee members has been advertised in Island News with the closing date being 14 May. The Committee will select a new member or members via out of session email resolution in order to put the recommendation to the June Council Meeting.

6. Letter of ownership of equipment by Council

Correspondence with RFDS confirms that their equipment is for 'community use'. This suggests that the equipment remains the property of RFDA. Marc will talk with John Kirwan and John Loudon again to try to clarify ownership. The General Manager informed Vicki prior to the meeting that if David was happy with the valuation on the equipment David owns, he is to supply council with an invoice for payment, before the end of the financial year.

#### 7. Members' awareness of waiver

Dan suggested that to simplify the process of getting new waiver forms to gym members, he follow the example set by the big banks and do a bulk SMS to members notifying them of the change. The Committee agreed with the proposal and that the information also be emailed to those members without mobile phones.

#### 8. Cleaning twice per week

Dan recommended that increasing the cleaning schedule for the gym be left until after Council decides whether to continue with the gym operation.

#### 9. Gym Induction Program

Gym inductions have been very successful with 137 members now inducted.

#### 10. Submission for grants

A grant application to council's community grant program for an upper body ergometer and an application to council's Gunn Bequest for shelving were submitted. Council will consider applications at the May Council Meeting. If successful, purchases will be made in July.

#### 11. Fundraising

Dan informed the Committee that monies raised for the gym would be put into a trust fund and kept separate from the income from fees.

#### CORRESPONDENCE IN

26.04.2018 Jenny Cooper – Expression of interest to join the gym committee.

#### CORRESPONDENCE OUT

Nil

#### GYM USAGE

Current figures:

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	319	117	202	\$320	\$1,036
April	227	105	172	\$386.20	\$1,422.65

#### RECOMMENDATION TO COUNCIL RE CONTINUING GYM AFTER TRIAL PERIOD

The Committee discussed in depth the known running costs of the gym and the usage fees and the possible need to increase the fees. Three options were discussed:

1) If the RFDS programme continues after June '18 and they continue to pay a sub-let fee for the GYM (i.e. 2x days pw), then the user cost rises to \$10 pw pp with \$5 going to Council and \$5 pw going to trust fund to put aside for future purchases etc.

2) Keep fees at the current level i.e. \$5 pw or \$2.50 per visit.

3) If RFDS doesn't continue then fees increase to \$10 pw /\$5 per visit.

The Committee agreed to discuss the options out of session via email and that once consensus was reached, Marc would finalise the recommendation to council.

Moved: R Summers

Seconded: A Campbell

That the Committee recommend to Council to continue the operation of the Whitemark Community Gym for a period of a minimum of three years.

#### OTHER BUSINESS

Nil

NEXT MEETING 5 June at 6pm the Interstate

MEETING CLOSED 5.55