

<b>WHITEMARK COMMUNITY GYM SPECIAL COMMITTEE UNCONFIRMED MINUTES</b>
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**DATE:** Tuesday 20 August 2019  
**VENUE:** Interstate Hotel  
**COMMENCING:** 5.00pm

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### PRESENT

Anne Campbell  
 Jenny Cooper  
 David Heap                      Physical Health Worker  
 Nicole Jones  
 Ryan Lees                        Community Development Officer  
 Fiona Turley  
 Vicki Warden                    (minute taker)

### APOLOGIES

Cr Rachel Summers

*Fiona Turley chaired the meeting in Rachel's absence.*

### CONFIRMATION OF PREVIOUS MINUTES

Moved: D Heap                      Seconded: J Cooper  
 That the minutes of the 24 July 2019 meeting be confirmed.  
 CARRIED

### CORRESPONDENCE IN & OUT:

Nil

### AGENDA ITEMS

#### BUSINESS ARISING

##### Variety Night

An anonymous donation of \$100 was received after the variety night.

Jenny donated a tarpaulin to line the floor of the storage cupboard in the FAEC when using it as a bar at future events. Jenny was happy for other groups to use it for this purpose so long as it's returned to the Committee in a clean condition.

Rachel wrote an excellent review of the Variety Night for Island News.

##### Equipment

Ryan met with Anthony Arnold and negotiated a price of \$2,330 for the Assault Rack, bar bell and weights. The kettle bells were outside our budget. David provided a quote of \$1,619 for a Spin Bike. David purchased 6 folding mats on special for \$177. Once this equipment is purchased, we should have all the equipment needed for the gym for a while.

Old weights and bars that will no longer be needed will be put aside until a decision is made on whether these can be sold. Anne offered to store unwanted equipment in her shed if needed.

A recent incident where a power cord was pulled out, due to equipment movement, which caused someone to fall off the treadmill, was discussed. Council will conduct a risk assessment and if turning the machines around to face the wall, in order to minimise trip hazards etc., is recommended, machines will be moved. It was suggested that mirrors be put on the walls so that users of machines could continue to socialise with each other.

Ways to treat the floor to stop equipment moving were discussed. Heavy duty, non-slip, rubber matting down each side of the room and along the stage was the preferred option.

Once all the new equipment arrives, the Committee will hold a working bee to tidy up the gym.

*Action:*

*Ryan to order the Spin Bike, Assault Rack, bar bell and weights.*

*David to provide invoice for reimbursement for folding mats.*

*David to organise quote for mirrors.*

*Vicki to investigate rubber matting.*

*Working Bee to be planned after equipment arrives.*

### **Fundraising**

As fundraising has been so successful to date, decision to hold off on further fundraising for a while.

### **Building**

As this is a future desire, no further action required at present other than for Rachel to commence dialogue with Heidi around possible future options for a new/bigger gym.

*Action:*

*Rachel to discuss with Heidi possible future options for a new/bigger gym.*

### **General Business**

Ryan notified Kathleen of a grant she could apply for to run a Sizzling Seniors class in the gym. Kathleen has submitted the grant application.

## **NEW BUSINESS**

### **Usage Figures**

<b>WHITEMARK COMMUNITY GYM - 2019</b>					
<b>Month</b>	<b>Total No. of Visits</b>	<b>RFDS Visits (free)</b>	<b>Other Visits (paid)</b>	<b>Income (per month)</b>	<b>Income (running total)</b>
January	258	109	149	247.65	\$247.65
February	286	129	157	100	\$347.65
March	247	107	140	338	\$685.65
April	265	121	144	\$569.15	\$1,254.80
May	289	117	172	\$307.40	\$1562.20
June	181	107	74	\$330.00	\$1,892.20

July	364	116	148	\$436.30	\$2,328.50
August	(up to 8/8/19)			\$170.00	\$2,498.50

Great to see that usage numbers and income are on the rise. On Monday 19 August, 40 people used the gym. When new equipment arrives, need to increase promotion of the gym. An Open Day was suggested to show the gym to community members who haven't been before and to encourage new members.

Ways to document / promote benefits of gym use discussed:

- testimonials from gym users;
- interview with Dr Lyn;
- photos of individual users with testimonial quotes turned into posters and/or 2020 calendar to sell;
- photos of gym in use and arrival of new equipment on facebook.

*Action:*

*Open Day to be planned after the Working Bee.*

*Vicki to organise a book to leave at gym for testimonials.*

*Nikki to investigate testimonial posters / calendar and motivational posters.*

*David to interview Dr Lyn.*

### **Administration of Funds Raised and Equipment Maintenance**

Ryan finishes work with Council on 6 September. Ryan has maintained and serviced the equipment at both gyms, dealt with building maintenance issues, liaised with Lions Club and facilitated the personal trainer program currently in operation at the Lady Barron gym. The Committee thanked Ryan for all his hard work and acknowledged that much of the increased usage at the gyms was the result of Ryan's continued attention to both facilities. Ryan commented that increased usage generally meant increased equipment maintenance needed. The Committee wished Ryan good luck in the future.

Concern was expressed as to who would be maintaining the equipment in the future. Two community members had offered to help in this regard.

Discussion of best way to track funds raised and expenditure ensued. Query as to how Lady Barron Hall Special Committee dealt with their accounts.

*Action:*

*Ryan to prepare a schedule of the maintenance and servicing work he's been doing on the gym equipment, materials needed, contacts etc.*

*Ryan to contact community members to organise training.*

*Rachel to meet with Heidi to discuss equipment maintenance once Ryan leaves, and administration of income and expenditure.*

Meeting Closed: 6.08pm

**Next Meeting: Tuesday 24 September 2019 @ 5pm Interstate Hotel**