

DOWNER COMMUNITY ASSOCIATION 7 MARCH MEETING

PRESENT in person

Jacqui Pinkava, Robyn Rennie, Suzanne Pitson, Stephen Sedgwick, Simone Gray, Robyn Sirr

Quorum is 3, 5 committee in attendance.

APOLOGIES: Amit Barkay, Leon Arundell. Miles Boak, Patti Kendall, Sue Dyer, Robyn Bennett.

Commenced 7.35pm, chaired by Robyn Rennie. Concluded 9.00pm.

1. DCA CORRESPONDENCE RECEIVED AND ISSUES RAISED- Jacqui Pinkava

Two new membership requests.

Robyn Sirr- copies of letters sent to the Heritage Council from the Bradfield tree group.

Sue Dyer- explaining why she is unable to be the DCA rep on the NCCC but pointing out the importance of having a rep. See item 4.

Christine Butterfield- copy of her representation to the ACT Gov about PVSAG code review re visitor parking issues especially in regard to development at 50 Blacket Street.

Miles Boak- video of new DCA electric mower in action.

Kerry-Ann Hugo- screen shots of DCA FB posts- re Cole St working bee.

Sue Dyer- article in Woden Community Services newsletter about Bradfield St tree issue.

Brook Clinton- SEEChange, but in her capacity as owner of a composting business, suggested “taking custodianship” of the toilet block and making one uni-sex toilet and using the space for other purposes.

2. MINUTES AND ACTIONS REPORT

Minutes from the 7 February 2022 meeting endorsed with slight amendment. Soft copy loaded on DCA website.

REPORTS:

ACTION ITEMS FROM PREVIOUS MEETING

- **DCA Website scoping document-** Stephen noted he has not progressed it
- **New DCA contact signs** – Amit has arranged. Awaiting invoice payment then signs can be printed.
- **Connecting the water tank to the gutters.** Amit is hopeful that a suitably accredited plumber will look at the job this week.
- **Purchase of an electric mower-** done and vote of thanks to Miles Boak and Greg Mulvaney who tend the lawn for the Centre- now an easier task. Issue though with where to store the mower. Not in the store room. Perhaps in the outside shed.
- **Public Toilets-** Suzanne has drafted wording for an on-line petition. Discussed two methods- getting MLA endorsement- unlikely. Using a community on-line petition and then possibly getting political traction. Leon had suggested seeking NCCC endorsement. After much discussion, decision to put the petition on hold. Investigate what Brook Clinton has in mind. Noted that DCA gives in-principle support to others- individuals or organisations who may wish to pursue the reinstatement of the public toilets.

ACTION: Jacqui to contact Brook to get more information on “custodianship” of the toilet block- underway.

- **Clean Up Australia Day- Downer-** Jacqui reported that 9 hessian bags of rubbish, some 40 masks, and 2 bags of recyclables were collected on the day. Some 20 plus people participated covering a wide area of the suburb. Miles, as site supervisor to finalise report.

- **Majura Women's Group mosaic project.** Robyn recently gave formal approval. Stephen has been liaising with them for some weeks. Reported that rendering of the bricks to take place this coming week. Mosaic panels to be pre-prepared as part of weekly activities at the centre and then affixed to the wall. The finished mosaic will cover 5 metres of the circular brick wall facing the Centre.
3. **NCCC** – Sue Dyer has declined Robyn's invitation to be the DCA representative at the NCCC meetings.

ACTION: Robyn to contact Patti Kendall to see if she is willing to be the DCA representative on the NCCC given that the meetings are conducted on Zoom.

4. **PARTY AT THE SQUARE UPDATE-** Amit sent an email with an update.
- A full music/events program arranged but a disappointing number of stalls interested. Requested that the Committee assist in encouraging more stalls. Stephen suggested a coffee van, ie. Andrew from Siam Twist.
 - Suzanne has purchased 5 all-purpose corflute display boards and printed colourful one-off signs advertising the Party at the Square. Has requested reimbursement for \$395 paid. Suzanne has offered to place signs in strategic places around Downer.

ACTION: Robyn to approach the Pre-School again and offer \$200 towards a cake stall.
Jacqui to approach SEEChange to follow up on their offer to co-host- done.
Jacqui has sent an email to previous stall holders- positive response! DCA stall roster requires volunteers.
Stephen to arrange reimbursement for corflutes upon receipt of the reimbursement form and send a high-resolution version of the DCA logo to Suzanne for corflutes.
Jacqui to send email to DCA email list and ask Kerry-Ann to put note on Facebook.

5. **GOODWIN DA UPDATE- Remains unchanged- ie.** Suzanne reported no notification from the ACT Government. No contact/communication received from Goodwin. Goodwin sending sales promotion to those who have expressed interest.
6. **CENTRE LIAISON-** Stephen Sedgwick
- Noted a number of new tenants, including the centre being booked from 6am for boxing and exercise classes.
 - Raised issue of the storage of the new electric mower. Suggests storing in outdoor shed which has some space.
 - Additional tables still yet to be purchased.
 - Noted that the Centre is looking shabby. Centre working-bee still to be arranged.

ACTION: Stephen to purchase tables.
Stephen to talk to Miles about lawn mower storage in the outdoor shed.
Stephen to write to tenants about clearing out their rubbish and provide a checklist of what is expected when hiring rooms.
Working Bee to be organised.

7. **TREASURER'S REPORT-** Stephen
- Income and expenses report for February 2022 was provided electronically. Current account balance in all three accounts (working, special projects and term deposit) as \$52,685. Working account is \$27,389
 - February saw a net increase of \$8,157.
 - Income from payment of room hire amounted to \$8,418 (key bond included) with expenses (bills and cleaners wages) totalling only \$261 for cleaner's wages.

PROJECTS AND ISSUES:

8. RECRUITMENT OF CENTRE-COORDINATOR- Stephen

- Miles provided a copy of the wording used previously to advertise the position.
- Stephen reported that he had spoken to Miles and Patti.
- No further progress- information below from February meeting.
- Provided a duty statement. Committee noted that applicants also need to have some information about terms and conditions- hours of work and pay.
- Noted that there is an employment contract that has been previously used. This has not been circulated to the committee.
- Robyn noted that Patti has volunteered to be on the interview panel. Stephen likely to be the other member. Stephen to be the contact person for inquiries and information.
- Low key advertising- via DCA Facebook page, email, notice on the Centre noticeboard and Gang Gang and also on The Bradfield group Facebook page (via Robyn Sirr) and word of mouth.
- Stephen emphasised that the job calls for a people person with patience as client service is paramount.
- **Job to be ready to be advertised by the next meeting**

ACTION: Stephen to put together terms and conditions of employment that will be used as part of the job ad. Miles and Patti to collaborate with Stephen on final wording of the ad. Jacqui to distribute job ad.

9. UPDATE OF THE DCA CONSTITUTION

- Prior to the meeting, Leon provided suggested updates to the 2002 version of the DCA Constitution to bring it in line with the updated Associations Incorporation Act as last amended in October 2021.
- Stephen noted that he had read the sections concerning financial matters and noted that the DCA complies with these.
- As Leon was not in attendance, the item deferred to the next meeting.

10. LETTER TO THE HERITAGE COUNCIL RE: BRADFIELD TREES

- Robyn Sirr, who co-ordinates the informal resident's tree group, undertook to provide a copy of the Heritage Council's response received on the day the pine saplings were planted- received. Robyn mentioned that their group is still waiting to hear back from the Heritage Council to further correspondence from the group offering a range of alternative tree planting options.
- DCA agreed to write to the Heritage Council to state that the DCA supports the consideration of the proposed alternative planning options.

ACTION: Robyn R to draft this letter to the Heritage Council and circulate to the Committee and Robyn S.

NEXT DCA MEETING

Monday 4 April, 7.30pm

Robyn Rennie- DCA Convenor

Jacqui Pinkava- Secretary