

DOWNER COMMUNITY ASSOCIATION 6 APRIL 2020 MEETING

Via Zoom on-line conferencing- in the Age of Covid-19!

PRESENT (at home)

Miles Boak (acting convenor), Simone Gray, Stephen Sedgwick, Robyn Rennie, Jacqui Pinkava, Peter and Aniko Carey, Kerry-Ann Hugo

Apologies: Geoff Francis, Patti Kendall, Sam Hussey-Smith, Suzanne Pitson,

Absent: Sam Roggeveen.

Meeting opened 7.10pm after some IT fine-tunings

1. MINUTES AND DCA CORRESPONDENCE RECEIVED AND ISSUES RAISED ACTIONS ARISING

MINUTES

Minutes from 2 March 2020 meeting approved. Soft copy sent for loading on DCA website. Hard copy to be signed at some time when we are able to meet personally.

CORRESPONDENCE

- Pedal Power Advocacy Group- Kate Mokrij (Downer resident) wants to work with DCA on Reclaim Street initiative. No action possible in current situation.
- Sue Dyer- link to mutual aid groups setting up in UK and social alternatives. Ties in with letterbox drop by Dickson Downer Mutual Aid Group- see agenda item 5 below.
- Lindsay Hunter, Yowani Grounds group (TP Dynamics) wanting to do a presentation at the next DCA meeting about where the project is at.
- Lots of corro about the cancellation of The Party at the Shops.
- Sue Dyer- tree removal and replacement in Downer, asking why the ACT government has not advised residents or the DCA about this program. Fiona Dickson contributed to discussion.
- ACT Gov- information about tree removal along drain in Section 72.
- NCCC grant and purchase arrangements for PA system. To and fro corro between Amit, Bruce Smith (NCCC Treasurer), Rutledge AV (supplier) and DCA Treasurer.
 - See item 2. Treasurer's Report.

2. TREASURER'S REPORT AND GRANT ISSUES- Stephen Sedgwick

- Income and Expenses for March provided electronically showed a profit of \$171. Expenses totalled \$1,629 with wages accounting for \$880 and general expenses of \$829. Income received in March of \$1,800 from room hire in February. Noted that invoices will be sent out with payment expected to show on April report. Cash in the working account is \$11,999. \$36,00 is in the bank but most is in the Grant account of \$18,032 (see below) and ~\$7,000 in term deposit. No income with the exception of SEEChange expected (See Centre Management).
- A grant of \$1,226.01 received from the NCCC for the purchase of a Public Address system AND a projector. Amit Barkay purchased on behalf of DCA the ~\$580 PA system and was reimbursed. As the projector was actually purchased separately the balance of the grant is to be used for other communication activities in line with the NCCC grant provisions. ie. *the NCCC's annual grant from the Government for the purposes of "communicating to the Territory the views, expectations and concerns of community members" and "encouraging the community to participate in Recipient activities"*.

ACTION: When Party at the Shops possible, discuss the use the outstanding \$646 for advertising the Party- eg. coreflutes, posters or ad in Chronicle or ???

- Separate Grant Account issue. Currently the Cole St Park “Adopt a Park” grant of \$15,796 and the \$1,000 for the Downer Square are in the DCA Grant account. Stephen advised that he/DCA are not able to access this account. The signatories currently listed with the bank are very outdated. The bank requires the current Treasurer and Convenor to go personally to the bank and be authorised to access the grant account. Also require copy of the Minutes presumably that show who has been elected as Convenor and Treasurer.

ACTION: Stephen to contact Sam and arrange to both personally go to bank to update authority to access the Grant account. Then- update authorities on all accounts at the bank, adding current Convenor, Treasurer, Secretary and Public Officer.

CENTRE MANAGEMENT

- Stephen contacted all tenants advising them that Centre is closed indefinitely in line with a directive from ACT government to close all community halls. Payment for rent will only be for room hire prior to closure. All future bookings cancelled with the exception of SEEChange.
- Though the Centre is closed and signs put up (Kerri Paloni is redoing and laminating them for greater durability), Stephen reported that some tenants have been using the rooms. Peter from the wine shop is keeping an eye on the situation. Suggested that the locks on the screen doors be changed to stop entry. Indicated this would cost around \$35. Committee agreed to this.

ACTION: Stephen to organise change of security screen locks.

- Stephen raised the matter of the two paid staff, the Centre Coordinator (Kerri Paloni) and the cleaner (Nestoria). After some discussion it was agreed that as Kerri has a job in the ACT Government and given that there is no work for a co-ordinator, that her position should cease. Agreed to give a month’s salary in advance.
- As SEEChange will remain as tenants and cleaning needs to happen, it was agreed by the committee that Nestoria would stay on. As she lives nearby Stephen will ask her to monitor the Centre more frequently.

ACTION: As DCA Convenor, it was felt that Sam is the best person to contact Kerri and inform her of the situation.

- ACTEW have offered a \$750 waiver of electricity charges. **Stephen** to find out more about this offer. Electricity and gas services to be maintained. Waste pick-up to be cancelled.
- Evacuation Plan for the Centre. The ACT Electoral Commission have requested our plan to enable the Centre to be used for the ACT Election later in the year. Miles Boak said that one exits but that it probably needs to be updated.
- Miles noted that the Centre is an accredited evacuation centre- a refuge in times of fire, flood.... Suggested we might like to think of alternative uses of the space in this time of restriction. Storage facility? Collection point for charities?

ACTION: Miles to update the Evacuation Plan and Stephen to provide it to the ACT Electoral Commission.

3. MEETING WITH CANDICE BURCH MLA (Liberals)- UPDATE

- A meeting took place on 11 March. Suzanne and Sam attended. Suzanne's feedback was that the meeting was good. Planning and development, security at the shops, aging in place, infrastructure investment in Downer, heritage trees and transport connections were covered but Ms Burch non-committal.

4. DOWNER SQUARE VOLUNTEER GROUP AND EQUIPMENT PURCHASE- Jacqui (note: some additional information)

- DCA was successful in getting a \$1,000 grant under the Adopt-a-Park Community Grants Program in 2019. This money to be used to buy plants and equipment for the Downer Square and Frog Pond.
- Funds currently "locked" in Grant account.
- Miles, Jim Dehlsen and Jacqui met with Allan and Brian from the Urban Parks and Places Volunteering team in TCCS to run through protocols. Jim and Miles to do the chemical training course offered.
- Miles nominated all Committee members to be this volunteer group- currently Miles and Greg mow the lawn. Jim keeps wisteria and other exotics at bay and general maintenance. Jacqui has done weeding and cleared around bike racks.

ACTION: Miles and Suzanne offered to brave Bunnings and buy items subject to having money!

Jacqui to send list of tools suggested by Amit some time ago. Miles to come up with a plant list to fill bald spots in garden beds.

5. COVID 19- MUTUAL AID GROUP AND OTHER SUPPORT ACTIONS- Jacqui

- A flyer was dropped in letterboxes in Downer from a group called Dickson Downer Mutual Aid Group- "Staying together while keeping apart". This volunteer group of concerned residents are offering to help those in the community that may need assistance during the restrictions imposed by the Covid 19 pandemic.
- Jacqui sought the Committee's support to broadcast this group via the DCA email list noting that by doing so, it suggests DCA endorsement. Jacqui has been in touch via text with one of the organisers and filled out an online form to volunteer but no outcome. They seem to have an active Facebook page.
- Committee felt that it would be okay to raise awareness of this group and to also give a general update: Centre closed, café, wine shop, vet and wellness centre open for business, Party at Shops hoped to herald spring etc.
- Kerry-Anne Hugo to contact vet and wellness centre to gather information on what is happening for them.

ACTION: Jacqui to prepare an email and Kerry-Anne Hugo to add to draft. Email to DCA list.

- Aniko Carey suggested that such information should be made available to all Downer residents via a newsletter. Give a plug for the tenants of the Square, the garden, mention DCA meeting via Zoom, keeping in touch etc.

ACTION: Miles offered to draft a newsletter.

6. FUTURE DCA MEETINGS VIA ZOOM

- Committee thanked Stephen for setting up the electronic meeting. Given free Zoom only allows 40 minutes, Stephen suggested that DCA purchase a professional version at a cost of around \$200 per year. This gives unlimited time and other features. Committee agreed to purchasing Zoom having had our meeting terminated at the 40 minute mark.
- Stephen suggested that the Zoom meeting be open to the public in the same way our real life meetings are. This has security implications.

ACTION: Stephen to buy professional version of Zoom.

- Starting time of meetings to be changed to 7.30pm as agreed at March meeting.

7. NEXT DCA MEETING

Monday 4 May 7.30pm- via Zoom.

ACTION: Pending outcome of item 6, Stephen to provide Sam with information to update DCA website and Facebook noting new meeting start time and possibly information about participating via Zoom.

Meeting closed 8.20 pm, requiring two back to back Zoom sessions.

Miles Boak
Acting Convenor
4 May 2020

Jacqui Pinkava
Secretary
4 May 2020