

## **DOWNER COMMUNITY ASSOCIATION 2 MAY 2022 MEETING**

### **PRESENT**

Robyn Rennie, Jacqui Pinkava, Suzanne Pitson, Amit Barkay, Peter and Aniko Carey, Leon Arundell, Stephen Sedgwick

**GUESTS:** Patrika Sheehan (resident), Daina Neverauskas and Louise Bassett- representing the Berry Street Park Re-vitalisation group.

**APOLOGIES:** Patti Kendall, Miles Boak, Sue Dyer, Robyn Sirr

Absent: Simone Gray.

Commenced 7.40pm, chaired by Robyn Rennie. Concluded 9.00pm.

**EXTRA ORDINARY ITEM- BERRY/LEGGE ST PARK PROJECT-** Daina Neverauskas and Louise Bassett.

In April 2021, the DCA agreed to sponsor the application by the Berry Street Park group in their application for an ACT Environment Grant. On this occasion the group were not successful. They however received a \$500 donation from the DCA to undertake works on improving the park bounded by Berry and Legge Streets. In the interim some 8 committed volunteers have organised a number of working bees to begin rejuvenation of the park.

The group is applying for a grant of \$20,000 under the Adopt-a-Park 2021-22 IA application process. The grant is for a consultant to design a master plan for the park to be known as the "Berry Street Park - long term revitalisation strategy". The application is due on 5 May.

What is required for DCA as the auspicing body, ie. Receive and administer the grant on behalf of the community group was clearly outlined by the DCA Treasurer. DCA has experience in auspicing having done so for the Downer Urban Forest project at Cole Street park.

Robyn invited people requesting DCA to auspice their projects, consider becoming involved with the DCA committee as a way of keeping all abreast of the project and contributing in general.

**The DCA Committee gave approval to auspice/support the application. Robyn Rennie the Convenor to sign a letter of support to be included in the application. Stephen Sedgwick, DCA Treasurer, signed the application documents as the sponsoring incorporated body.**

### **1. DCA CORRESPONDENCE RECEIVED AND ISSUES RAISED- Jacqui Pinkava**

Corro of significance:

7 April- approach from Mia the new President of the Downer Pre-School parents group to run a fund-raising sausage sizzle at the Downer Centre on Election Day- 21 May.

See agenda item 9.

9 April- Emma Doy resident of The Bradfield inquiring about composting facilities for people in the units. Referred to SEE-Change. Meeting with Brook Clinton- SEEChange/Canberra Scraps on 9 May. Note: DCA not interested in hosting a compost heap.

26 April- Robyn Sirr, on behalf of The Bradfield Residents Group about the planting of pines on Bradfield St. Copy of latest correspondence- letter to relevant ACT Government ministers.

## **MINUTES AND ACTIONS REPORT**

Minutes from the 4 April 2022 meeting NOT DISCUSSED. NOT APPROVED. NOT ON THE WEBSITE. HARD COPY NOT SIGNED.

### **REPORTS:**

#### **2. ACTION ITEMS FROM PREVIOUS MEETING**

- Provide contact list of 2022 Party at the Square stall holders – Amit has provided email addresses and indication of wares/activities on offer.
- Corflutes inviting residents to contact Fix My Street to get things done- Suzanne and Amit reported that three have been placed in strategic places in the suburb including near Gang Gang café.
- Lawn mower storage, light in store room, rubbish. Stephen okay with mower remaining in store room as long as it is folded up.
- Letter to ACT Heritage Council- Robyn noted that this is yet to be done and will be a general statement to say that DCA encourages consideration of other options.

**ACTION: Robyn to write to Heritage Council re pine replacement on Bradfield St.**

#### **3. DCA REPRESENTATIVE ON THE NCCC**

- Robyn reported that Patti had declined. Leon Arundell, former chair of the NCCC, agreed to sit in on the Zoom held meetings of the NCCC as the DCA representative.

**The Committee welcomed Leon as the DCA representative on the NCCC.**

#### **4. GOODWIN DA UPDATE- Suzanne Pitson**

- Suzanne wrote to the Goodwin contact, Erik Boddeus, to inquire if Goodwin had any news on the DA decision. He responded that Goodwin had not. Regarding Goodwin marketing, all information and dates are subject to development approval he stated. He also undertook to keep DCA informed.

#### **5. CENTRE LIAISON- Stephen Sedgwick**

- No report on action items from previous meetings. Recorded again below.
- Mentioned a number of new tenants, such as the Brewers. A lockable cupboard in the kitchen will be made available to them for storage of glasses.
- Stephen to sort out conflict of bookings between Crankies bicycle maintenance and Zumba group on Friday evenings. Noted that Crankies will not be charged as they are providing free classes to local residents.
- Received a complaint about noise from a resident at The Bradfield, likely the band practice on Monday nights. Stephen said he provided a courteous reply saying that the band stops playing at 9pm as per noise regulations.
- Amit had undertaken to remove the pile of fluorescent tubes atop the storeroom and dispose of them sustainably. Did not report if this had occurred.

**ACTION:**

**Stephen to write to tenants about clearing out their rubbish and provide a checklist of what is expected when hiring rooms. May have been done?**

**Working Bee to be organised.**

**Amit- removal of fluoro tubes?**

**Get electrician to fix light fitting in store room- Amit**

## **6. TREASURER'S REPORT- Stephen Sedgwick**

- Income and expenses report for April 2022 was provided electronically. Current account balance in all three accounts (working, special projects and term deposit) as \$56,861. Working account is \$31,565
- March saw a net increase of \$4,791
- Income from payment of room hire amounted to \$6,637 with an additional \$300 for key bonds.
- Total expenses for March were \$2,146 which included general bills of \$1,026, \$260 cleaner's wages, reimbursements for metal sign for hall hire contacts \$860.
- Robyn reported that she and Stephen had been to the Dickson Commonwealth Bank to at last update the signatures for the DCA accounts. This is still not completely resolved.
- Leon requested that the committee be presented with bank statements on a regular basis. Stephen undertook to do so. Currently they are only made available for the Auditor prior to the AGM.

## **PROJECTS AND ISSUES:**

### **7. RECRUITMENT OF CENTRE-COORDINATOR**

- Stephen, Patti Kendall and Amit Barkay will undertake the recruitment process. They plan to meet next week.
- Four people have applied. Stephen is to write to all of them once interview dates have been decided.

**ACTION: Recruitment panel to arrange a time to meet. Stephen to write to applicants. Interviews to take place with decision for June committee meeting.**

### **8. UPDATE OF THE DCA CONSTITUTION – Leon Arundell**

- Prior to the meeting, Jacqui provided Leon's first draft of suggested updates to bring the DCA constitution in line with the current Associations constitution template document.
- Committee agreed to using the template as the basis and incorporate DCA specific information as required.
- Robyn as Convenor called this item the principal focus for the next meeting.

**ACTION: Jacqui to provide copy of DCA 2002 Constitution for reference (done). All committee members to check Leon's draft against the old constitution making edits/insertions as required. For discussion and finalisation at the June meeting.**

### **9. ELECTION DAY SAUSAGE SIZZLE AND CAKE STALL- Jacqui**

- A joint event between the Majura Men's Shed and the Downer Pre-School parents group. Men's Shed to provide the infrastructure and ingredients and the pre-school parents to provide two volunteers per hour between 10am-2pm.
- Jacqui provided contact details for both parties.
- Noted that DCA is happy to contribute \$200 towards ingredients and to make a small contribution of biscuits or similar for the cake stall.

**ACTION: Jacqui to follow up with Jim and Mia re DCA contribution and cake contribution. Committee members to tell Jacqui if they will contribute cake/biscuits (with ingredients clearly stated).**

### **10. PUMP TRACK GRANT- Amit Barkay**

- DCA is the auspicing organisation for the administration of a community grant of \$10,000 for a bike track to be built near the corner of Melba and Bonython Streets. There is some issue with the current contract which requires DCA to issue an invoice in order to obtain the grant money. DCA is not a commercial entity and therefore

cannot issue invoices. A Dougal Reid (sp?) from ACT Gov will re-do the grant contract to change this and note that DCA is to have no responsibility for the actual project, just the administration of the funding on behalf of the successful grantee.

#### **11. DCA WEBSITE REVAMP- Jacqui Pinkava**

- At the April meeting the Committee unanimously agreed to “just get it done” using the outline document. Jacqui has been in contact with Gaffer Designs and provided the outline of what we would like. Lance Williamson responded that what we are asking is doable. The hall hire element requires a greater depth of understanding of what is currently done. Lance noted “an agreed user requirement is a prerequisite as is a single point of contact”. There was not an opportunity to air the above at the meeting.
- At this meeting the project was put on hold.

**ACTION: Presume Jacqui to reply to Lance Williamson and be proof “that working with NFP takes an inordinate amount of time...given the twists and turns in the decision making process”- to quote Lance!**

#### **NEXT DCA MEETING**

Monday 6 June 7.30pm

Apology- Jacqui Pinkava will be absent.

Robyn Rennie– DCA Convenor

Jacqui Pinkava- Secretary