

DOWNER COMMUNITY ASSOCIATION 1 JUNE 2020 MEETING

Via Zoom on-line

PRESENT (at home)

Miles Boak, Stephen Sedgwick, Robyn Rennie (online observer), Jacqui Pinkava, Kerry-Ann Hugo, Patti Kendall (online observer), Simone Gray, Aniko Carey (online observer), Amit Barkay.

Apologies: Sam Hussey-Smith, Geoff Francis, Suzanne Pitson, Sue Dyer, Fiona Dickson.

Absent: Sam Roggeveen.

Meeting opened 7.40pm, chaired by Stephen Sedgwick (Treasurer). Issues with some not updating their Zoom connection. Able to see and hear but communicated via chat function.

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

MINUTES

Minutes from the 4 May 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- of significance

- 11 May Sue Dyer- Outcome of ACT DA Process article in the RiotACT. Focus on Lyneham
- 15 May- Marcus Newberry asking for a copy of Downer@50 and CD. I responded with cc to Miles. Miles offered to deliver them to him.
- 17 May- Sue Dyer- link to City News article on Downer doing Floriade. Informed Paul Costigan that Sam H-S is the Convenor.
- 18 May- Sarah Porter ABC Local Radio wanting DCA rep to speak about Slow Streets trial. Responded too late to provide a name. Kerri Paloni, former Centre Coordinator, spoke.
- 19 May- Section72 Team- update on new pedestrian trail in Section 72 Dickson.
- 22 May- Amit Barkay- offer of three Japanese maple trees for Downer Square.
- 28 May- ACT Property Group Red Team- asking for a copy of our Public Liability Insurance- forwarded to Stephen and Downer Centre email.

2. TREASURER'S REPORT AND CENTRE LIAISON

TREASURER'S REPORT AND GRANT ISSUES- Stephen Sedgwick

- Income and Expenses for April provided electronically. Income for May is recorded as \$2,033 from invoices for rooms used prior to the 1 April shut-down.
- Expenses in May totalled \$4,728 largely made up of general running costs of \$435, public liability insurance and disability insurance of \$1,411, wages and tax \$1,776 and reimbursements of \$1,105.
- Reimbursements included \$282 for dog poo dispensers (to Miles) and \$683 for planter boxes and soil for the Floriade display (to Greg Mulvaney), Survey Monkey \$99 (tree survey?).
- Operating loss of \$2,695.
- Noted that DCA has received \$9,104 from the ATO. Stephen does not know why. Committee members present did not know either. As a result of this, current balance in all accounts appears to be \$41,004!

- Stephen and Sam have yet to change the signatories at the bank to allow for access to grant/ special projects monies; Adopt-a-Park (\$15,796 and \$1,000), NCCC \$554 and \$600 CHC frog pond.
- Access to the \$15,796 for the Coles St Adopt-a-Park grant discussed at length. Amit Barkay is the representative for the Coles St group and would like to be able to access the money without the complication of reimbursement. Not comfortable with suggestion that all the money be advanced to him/ Cole St group. Not resolved as dependent on checking the conditions of the grant.
- In regard to managing grant monies which require acquittal and therefore transparency, Miles prepared a budget allocation running sheet. Of the \$22,050 in grants and fund raising, all but \$1,650 is not allocated.
- Stephen indicated that he is working on sorting DCA monies into buckets and tracking expenditure along similar lines to that suggested by Miles. Agreed that the two budget processes would be compared and a final grant tracking process agreed at the next DCA meeting.
- The budget allocation sheet prepared by Miles indicated that \$1,100 remains from the quiz night fund raising. Committee agreed to \$302.50 of this to be used to replace the vandalised heritage interpretive sign.
- Stephen noted that he requires reimbursement of \$209.90 for the annual Zoom subscription he has purchased.

ACTION: Stephen and Sam to go to the bank and update signatures to access Special Projects account.

Stephen to: 1. Contact Sam and arrange bank visit.

2. Contact ATO and find out why the DCA received \$9,104.

3. Develop grant tracking process to discuss at next DCA meeting.

Amit to check the conditions of the Adopt-a-Park grant and talk to the ACT Gov about DCA “holding” arrangements.

Miles to accept quote from Screenmakers Queanbeyan for new heritage sign-Done.

CENTRE MANAGEMENT- Stephen

- ACT Government has given go-ahead for community halls to open and now allows 20 people to gather indoors as long as social distancing and 4 square metres per person possible. Stephen has contacted current tenants on two occasions to ascertain their intentions. Eg. Capoeira martial arts group have returned, others wary. Majura Women’s Group to return next school term.
- Discussion around requirement for a Covid re-opening plan, cleaning regime and monitoring, provision of hand sanitiser dispensers, signage etc.
- No discussion on Centre Coordinator role. Stephen noted that he is having a break from his university studies so has a bit more time available for Centre matters. At May meeting this included coming up with new processes for managing bookings.
- Public Address system stored in secure cupboard in DCA office.

ACTION: Stephen to: Contact ACT Government Covid people to check on need for a plan, cleaning regime etc. Develop Covid re-opening plan if required with Sam. Keep tenants informed of requirements. Find out cost for hand sanitiser and dispensers from cleaning supplier. Contact cleaner if greater cleaning regime required.

4. DOWNER SQUARE- Floriade and frog pond- Miles Boak

- Miles secured 300 tulip bulbs and 400 annuals as part of the ACT Government’s “Floriade Re-imagined” whereby Floriade blooms in community spaces. A planting

morning was organised by Greg Mulvaney on 17 May- note 299 bulbs planted- dog ate one!

- ACT Urban Parks provided 28 native plants (rather root bound!). Miles and Jacqui planted around 20 in the Square and 8 in the frog pond area. Fingers crossed!
- Amit added that three Japanese maples donated by Kate Lundy were also planted.

ACTION: Kerry-Ann to get photos of the Floriade planting day and post on Facebook. Aniko has provided lots of photos. Amit to source (via John) photos taken by Photo Access person. Greg is doing the watering (says Miles).

5. OTHER MATTERS- includes:

Slow Street trial

Committee membership

Bradfield Street Tree Survey- Fiona Dickson (ex-meeting)

Public access to DCA meetings- Zoom

Goodwin Homes purchase

Slow Street Trial

- Miles noted that Kerri Paloni was involved in initial meetings. DCA along with 4 other community organisations selected to be part of this trial. Miles attended one meeting and is prepared to attend any future meetings.
- 12 signs put up by Miles around main streets and near oval.
- Feedback on this initiative is via a web-site link. Suggested that DCA emails the DCA membership to alert them to this trial and invite feedback.
- Kerry-Ann noted that she has put a photo of the signs on Facebook but will add the feedback link.

ACTION: Miles to email Jacqui information and link to feedback web link. Jacqui to send email to DCA distribution list. Kerry-Ann to add feedback link to Facebook.

Committee Membership

- Absence of Sam Rogeven noted. Suggested that Sam follow up with him on his intentions.
- Co-opt Miles onto the Committee as he is now available and already doing a lot of committee work.

Bradfield Tree Survey- Fiona Dickson in absentia

- On 27 January 2020 DCA sent out via email a link to a Survey Monkey survey to get Downer resident's views on the replacement of the pine trees in Bradfield Street-development site for The Bradfield apartments.
- Fiona had intended to participate in the meeting, but was unable to do so.
- She has compiled the results of the survey. 134 responses were received. She sent the DCA committee a copy of the results and the raw responses on 2 June. Results were mixed but clearly people did not want pines planted. Native trees or deciduous trees preferred. Fiona to communicate these results to Minister Gentleman, ACT Heritage and CHC. DCA will be invited to provide input/ oversight. She suggested that we summarise results and put on Facebook, newsletter or email. Strategy "to move through the system" to be discussed at next meeting.

Future DCA meetings via Zoom

- With loosening of restrictions, may be possible to have the 6 July DCA meeting face to face at the Downer Centre. Jacqui particularly in favour as minute recording via

screen has its difficulties. Patti and Robyn also in favour. Stephen favours Zoom (and we have a years subscription), others flexible. Not resolved.

- Advertising on Facebook that the meetings are open to the public raised by Kerry-Ann. Stephen noted that constitutionally the meetings must be public, which includes Zoom. Jacqui, Patti and Robyn not too keen as potentially disruptive. Stephen suggested it could be controlled by the host. Resolved that the link to Zoom meeting be made available via Facebook.

ACTION: Kerry Ann to put the link to Zoom meeting on Facebook if we decide to meet via Zoom in July.
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6. NEXT DCA MEETING

Monday 6 July 7.30pm- via Zoom maybe. To be decided prior to the meeting by the Convenor and Covid restrictions at the time of meeting.

Meeting closed 8.55 pm.

Stephen Sedgwick
Ag/Convenor /Treasurer

Jacqui Pinkava
Secretary