

DOWNER COMMUNITY ASSOCIATION
Minutes of Management Committee Meeting
Monday 3rd June 2013

The meeting opened at 7.06 pm.

PRESENT

Di Fielding (Chair), Denys Garden, Miles Boak, Amit Barkay, Jane Ahern. Observers: John Fielding, Doc & Jane Wright (Bennett), Peter & Aniko Carey.

APOLOGIES

Caroline Le Couteur, Brian Callahan, Stephen Sedgwick, Patti Kendall.

COOPTED MEMBER

Di Fielding advised that Chris Paterson was agreeable to being a co-opted Committee member

MINUTES

Minutes of the meeting held 6th May 2013 were accepted.

BUSINESS ARISING FROM MINUTES

Key audit. Di Fielding reported that this has been completed. A few keys were not identified – have been written off. Di has contacted TAMS re. procedure to provide keys and has written details for the Centre Coordinator.

Recycling bin. Amit Barkay reported that the bin was in place.

Disabled toilets. Denys Garden reported that the website has yet to be updated re. this. **Done 3rd June 2013.**

Development of School site. Amit Barkay reported that he had spoken to Alison. **Suggested that Chris? Be invited to the next meeting.** There was some discussion of likely problems with the sewerage system if the development goes ahead. Doc Wright mentioned the site www.change.org which provides the facility for petitions. **It was agreed that we should look at this option in regard to the sewerage issue.**

Federal Election. Di Fielding reported that the AEC will be using the Downer Community Centre as a polling booth for the Federal Election on 14th September. We should receive approx. \$800 for room hire.

Spring fair. The Spring Fair will be held the same day as the election. Chris Paterson and Di Fielding will organise this, but Di will be away before the Fair and Chris during it. **Miles Boak agreed to take over the organization while they are away, although it was recognised that other Committee members would need to assist, especially on the day.** Downer Preschool will have a stall, and some of our clients will be involved.

Resignation of Robyn Unger. Miles Boak reported that he had drafted a letter to Robyn thanking here for her time on the Committee.

CORRESPONDENCE

In.

1. Email from Leon Arundell re. notice of community consultation on 24th June for the 2014 National Multicultural Festival.
2. Email from Leon Arundell re. copies of Ainslie-Dickson Local Area Traffic Management Study and data on traffic volumes & speeds for many locations over Canberra. **Denys Garden to forward email to other Committee members. Done 3rd June 2013.** Miles Boak suggested that Linda Wilson (Cadell St) has skills in traffic surveys, which may be useful re. development in central Downer.
3. Email from Andrea Gibson (Fair Work Commission) with signed Notice of Discontinuance from Zaheer Ahmad.

Out.

1. Email to Leon Arundell asking for a copy of Traffic Management Study.

CENTRE COORDINATOR'S REPORT

Several items have already been covered above under Business arising from the previous meeting.

It was reported that a mediation process had been undertaken with Fair Work Commission for Zaheer Ahmed's claim of unfair dismissal. The matter was resolved: Zaheer has signed a Notice of Discontinuance and Di Fielding has prepared a statement of employment for Zaheer's future use.

A new Centre Coordinator, Larisa Antonova-Pitts has been appointed. She has had some problems in learning the procedures so far.

There have been some problems with the laptop and printer. New cartridges had been provided for the printer, and issues with the laptop will be discussed at the next meeting

TREASURER'S REPORT

In the absence of the Treasurer overseas, a financial report had previously been circulated to the Committee. Catchup of wage payments had resulted in larger than usual wage payments in July. The balance in our account at the end of May was \$2339.27.

Di Fielding reported that a review of accounts had revealed that there were a substantial number of debtors, with accounts going back to September 2012. However, after exhaustive checking, it was clear most of these had been paid but Zaheer had not noted payment on the invoice copies. There is approx. \$1000 outstanding from 'slow payers' in the March Quarter.

Most new invoices have been organised by the Treasurer and Convenor, although there are a few still to be prepared.

CENTRE LIAISON OFFICER REPORT

Amit Barkay reported that the urn in the kitchen had broken down. **Amit was authorized to get quotes for replacement with a fixed water boiler, either on the wall or under the sink.**

Amit also reported that there appeared to be movement of the building, as several doors were jammed or difficult to lock. Doors would be fixed as a temporary measure.

Amit reported that he had cleaned up the storage area for cleaning items and disposed of excess equipment and materials.

DEVELOPMENT ISSUES

The Development application for the shops site has been approved subject to a few remaining issues. It was suggested that **Theo Poulos be invited to the August meeting to discuss progress**. Issues regarding the school site were dealt with above under Business arising from the previous meeting.

OTHER BUSINESS

Di Fielding reported that she had purchased flowers for Patti Kendall following her operation, and that Patti was now home.

NEXT MEETING

Monday 1st July at 7 pm.

The meeting closed at 8.07 pm.

Di Fielding
Convenor

Denys Garden
Secretary