

Meeting Minutes Douglas Park Reserve Management Trust

MEETING: 3rd March, 2015 at Douglas Park Community Centre

OPENED: 7:40 pm

CHAired BY: Christine T

PRESENT: Christine T, Max S, Keith D, Karl C, Travis M, Michelle S,

APOLOGIES: Maryanne M, Simon C, Melissa W, Robert S.

Welcome to all.

Minutes from February meeting were moved as accepted by Travis M. Seconded Keith D

Business arising from previous minutes:

Turf report followed up and resent to Mark Felcsh. Circles have disappeared.

New Signage hasn't arrived. Christine T has raised a CRM. Christine to follow up

The meeting was held between netball church and playtime regarding storage for netball. It was suggested the area between the old canteen and access to other storage be blocked off giving additional area to the old canteen also the proposed new cupboards include the sink be moved to the wall with the servery allowing more cupboard space. This would mean access to soccer and Little As storage would then be from the breezeway. Travis suggested adding bolted access from Little A's shutter doors to maximise utilisation of existing space as well as improve security.

Karl C during his initiation with Danae as 355 member was requested the turf report to be sent to Danae Launder at council. Also as a way to improve communication Danae be cc all crms

Karl also raised with the committee the best time for top dressing oval is first week September school holidays for Little As, Karl will contact Robert S to confirm also ok with soccer, then 1 month notice would be sent to council.

Christine T seeking a CAD map of the reserve from council, expected this week

Correspondence In:

- Treasurer's report was received from Michelle S.
- Quotes received from Bal Joinery for netball storage refurbishments
- (Copy rest from Melissa's email to Christine)
- Email from Danae Launder about *Documentation for use of Council Facilities* requirement.
- Email received by Christine T outlining no water damage evident in roof. Council will inspect during rain to locate the source of the problem.
- Email received from WSC stating the eaves will be attended to shortly and that an Allen key mechanism will be used for better access to the grates in the drains. Further advice will follow.
- Application for Hire and certificate of currency received from Church/Playtime.
- Walkway report emailed to committee by Michelle S highlighting discussions held.

Correspondence Out:

- Email sent by Maryanne M to DP Netball outlining court hire fees, an application and the terms & conditions of hire.
- All current certificates of currencies for insurance of our regular hirers were emailed to WSC by Melissa W.
- CRM raised by Christine T requesting new signage be provided as previously advised by WSC.
- CRM raised by Christine T requesting a response to the turf report on the pale rings in the oval.

Business Arising from Correspondence:

NIL

Treasurers Report:

Treasurers Report was presented by Michelle S. Moved by Max S and seconded by Christine T

General Business:

- Mary-Anne raised concern of additional workload required with increased number of meeting room bookings
- Committee suggests an electronic booking system. All to consider options. Keith advised Tennis club rooms may be an extra option.
- Keith D advised Russell Seymour will be here to check the solar panels in good weather
- Capillary attraction causing water leaks between two different angled roof , not enough slope on lower roof. Keith to get his roof mate to inspect and give opinion while ceiling exposed, Christine to follow up with council as to investigation.
- Install a latch to canteen door and committee reimburse costs. Travis M. Ongoing
- Need a new list of all committee member details distributed to committee. Melissa W.
- Christine to raise a CRM to council regarding concrete lifting in Little A's / soccer breezeway preventing doors from being able to open.
- Karl C noted that Little A's is considering erecting a storage shed on the far side of the oval beside tennis court for equipment - ongoing.
- Karl C advised Little A's raised that important to protect new long jump surface and have proposed a fence be built around the tracks. Committee disagreed to fence believing would need to be 6ft or will be ignored and will not serve the purpose. Alternative proposal is to create signs to advise users to be careful on surface. Karl C to provide exact wording. Committee agreed to pay for signs. Christine to organise Moved Max Seconded Travis
- Karl C during his interview advised Danae of committees concerns about council's lack of responses to CRMs. She has advised the committee should cc her in all CRMs and if nothing has been done after 3 weeks, ring her directly to follow up.
- Soil left over from long jump track to be spread out over area beside tennis court. Moved Travis M Seconded Christine T.
- It was suggested that hand dryer's be installed in the toilets. Travis M to investigate cost. Ongoing.
- David L to install hooks on the external doors to stop them slamming & Privacy lock to be placed on the disabled toilet. To be carried out on next working bee due this month
- Storage requested by netball club relocating the church items into the old canteen area. Max S to liaise with Travis M to achieve a suitable outcome for both parties. To be readdressed at the next meeting.
- Quote will be sought to install a roller shutter at the old canteen to make it water tight. Christine T to arrange.
- Soccer new goal posts to be installed. Simon C. Ongoing
- Regarding email from Simon regarding gates on to oval not being positioned as agreed.-Christine advised that she had made the decision to have the gate placed at the right side of the long jump as a TEMPORARY position as to have installed access at the foot of the steps would have involved stepping onto the sand area which is being rehabilitated and unfinished.
- Confusion over the small gate now alongside the large access vehicle gates. This gate will be moved to the corner nearer the carpark but not to interfere with the long jump.

- **Maintenance Items:**

None Reported.

Future Projects – Priority List:

1. Pathway/Running Track around oval.
2. Covered seating area – Grand stand.
3. Clear up crown land south of the reserve along Nepean Street (possible BMX track).

Items for Council Action:

Next meeting: Tuesday 7th April, 2015 at 7.30pm

Close: Chairperson, Christine T closed the meeting.

There being no further business the meeting concluded at 9.18pm.

.....
Chairperson

.....
Date

cc: Wollondilly Mayor/Councillor Col Mitchell, Councillor Kate Terry, Councillor Ray Law