



Committee 2022/2023

Michelle Twelftree
 Carolyn Janson
 Phil Clarke
 WELCOME:

Jan LeFeuvre
 Sue Hall
 Judy DeGiglio

Kim Hoskins
 Rob Searle
 Chantelle Castellan

Kristan Every
 Pam Hickman
 Greg Shaw

PRESENT: Michelle Twelftree, Kristian Every, Carolyn Janson, Kim Hoskins, Sue Hall, Pam Hickman, Jan LeFeuvre, Rob Searle, Judy DeGiglio, Phil Clarke and Greg Shaw

APOLOGIES:

President opened meeting and welcomed everyone at **ZOOM MEETING**

Apologies- Kristen Every, Kim Hoskins, Greg Shaw,

MINUTES OF PREVIOUS MEETING: distributed by via teams

Moved: Michelle on on behalf Greg

Seconded: Caro

BUSINESS ARISING FROM THE MINUTES:

- 1) Title: Revising Clean up PV Day – Michelle – Held over from previous meeting
 Discussion: Revisiting the idea for the day. Michelle is to recheck with diving people to gauge if they might still be interested in participating during the warmer months
 Further Action: Held over **HELD OVER**
- 2) Title: Development application for shade covers over front playground -Greg
 Discussion: Greg and Carolyn to work up development application and report back next meeting
 Further Action: **Working Party to be formed, Development pending Financial Funding and approvals.**
- 3) Title: Insurance – Carolyn
 Discussion: Discussion re current policies
 Further Action: **Discussion held re: Inability to combine the three current policies, currently is rather expensive, suggestion to look around, even though LCIA is the recommended insurance provider for community groups, Pam to follow up with Greg and Caro, Michelle to reach out to the other Progress Assoc – to investigate whom they have their insurance policies with.**
- 4) Title: Wi-Fi for the Institute
 Discussion: Result of enquiries into the speed for streaming movies.
 Further Action: **At this stage Still receiving no Assistance from Local Council with securing a NBN Connection, suggestion we look at getting connected on a basic supply plan and cover expense using a Business sponsorship scheme monthly.**
- 5) Title: Pop Up School Holiday activities -Michelle/ Pam
 Discussion: **Final PROGRAMME to be sent out, Volunteers will be required to roster for the activities, Dates confirmed for Junk man and Bush Buddies, Approval required to purchase paints / prizes, Moved by Sue H, Second Kim Hoskin.**
 Further Action:



- 6) Title: Raffle update Jan / Pam
 Discussion: **Hard Copy Raffle Books to be Printed, and placed around the community, raffle code off the bank statement required to confirm sticky tickets financial refund set up is linked to the bank account. Sticky Tickets to go LIVE asap.**
 Further Action: **Physical Ticket sales at events over School Holidays.**
- 7) Title: Catering for KHS in December update - Jan
 Discussion: **All organized, Just need a few more paper bags. Volunteers organized.**
 Further Action N/A
- 8) Title: Website alterations
 Discussion: Result of follow up with Adam H
Red Earth still not returning any correspondance – Michelle to try contact Adam, investigate alternative Host, at this stage alternative hosts are more expensive than our existing host.
 Further Action: **Continue to try contact Red Earth and investigate other options**

COUNCIL REPORT:

NO REPORT SUPPLIED

SUB COMMITTEE REPORTS:

SUB- COMMITTEE	REPORT PROVIDED		BUSINESS ARISING FROM REPORTS
TIDY TOWNS			
VISITOR INFORMATION OFFICE			
'A FOCAL POINT' COMMUNITY NEWSLETTER			
WORKING GROUPS			
OVAL REJUVENATION COMMITTEE			
HISTORY BOOK			
FORESHORE TOILET BLOCK COUNCIL PROPOSAL			

CORRESPONDENCE IN		CORRESPONDENCE OUT	
Date		Date	
3/11	Info Northern Yorke Groups	4/11	Reply to Alan Jones
4/11	Ecovantage Heat Pump	7/11	Social get together Invitation
4/11	History Book email from Alan Jones	11/11	Letter of Support and in-kind support for Pump Track
4/11	Numerous emails re projector	28/11	Leadership Program
8/11	Fire Maintenance Invoice		
10/11	FRRR Grant Opportunity		
11/11	YP Council Institute Bins		
11/11	YP Council Defib installation		



11/11	Various emails re Pump Track		
11/11	Leader Program		
17/11	SYP Community Hub Letter of Support		
17/11	Saltwater Classic 2024		
17/11	Contractors for age care wanted		
22/11	Finance Motions		
22/11	In Kind Support – Tidy Towns		
23/11	Leadership Program		
24/11	Outcome for Grantseeker Webinar		
25/11	RR Grant unsuccessful notification		
25/11	Cheque from PVVH Social Club - \$250		
25/11	YP Inaugural Council Agenda		
29/11	Request letter of Support from PV Caravan/Cabin Park		
29/11	Financial Motions for agenda		
29/11	REX request for newsletter information		
30/11	YP Council reply re wharf toilets		

BUSINESS ARISING FROM CORRESPONDENCE:

- 1) Title: History Book –Michelle
Discussion: Update – **Book Requires indexing and further content/picture placement, Further correspondence required with Alan to proceed.**
Further Action:
- 2) Title: FRRR Grant Opportunity - Sue
Discussion: Outlining the opportunities this grant could offer for tennis court fencing??
Further Action: **Tidy towns too look at quick fix option for time being, Continue to asses future grant opportunities.**
- 3) Title: Pump Track - Michelle
Discussion: Update
Further Action: **No update yet, Due March/ April**
- 4) Title: Defib location
Discussion: YP council has request a number of quotes to be obtained to mount Defib and possible insurance
Further Action: **N/A**
Steve Horn will install Defib.
- 5) Title: Institute Bins
Discussion: Update on bins.
Further Action: **Bin Numbers to be confirmed / cross check serial numbers, Kiosk Bins to be stored behind the Toilet facilities during the holidays whilst hall is being used.**
- 6) Title: Institute Projector - Michelle
Discussion: Update
Further Action: **waiting on Quotes**



- 7) Title: Letter of Support request from PV Caravan Park and Seaside Cabins - Michelle
 Discussion: To supply a support letter
 Further Action: **Support letter to be supplied**
- 8) Title: Wharf Toilet Block - Greg
 Discussion: A complaint has been sent to council from a local resident about the condition of the toilets at the wharf. YP Council have advised the complaints that PVPA has missed 2 x upgrades because of our in decision on new facilities hence the condition of the toilets. This inaccuracy needs to be rectified
 Further Action:
Greg to follow up.

FINANCIAL REPORT

1) Port Vincent Progress Association

The following reports for the Port Vincent Progress Association for the month ended 31st October 2022 were tabled and discussed:

- Profit and Loss statement with a year to date surplus of **\$2,283.26** Balance Sheet including an Operating Balance of \$180,141.86 including Investments :-
- Port Vincent Progress Assoc Cheque account 70,635.98
- PVPA Sub Committees 45,377.49
- Satisfac Investment Account 32,652.21

Reports Accepted

Moved **Carolyn**

Seconded **MICHELLE**

2) Tidy Towns Subcommittee

The following reports for the Tidy Towns Subcommittee for the month ended XX Month XXXX were tabled and discussed:

- Profit and Loss statement with a year to date surplus of \$863.22
- Cheque Account and Investments :-
- 1-1002 Tidy Towns Cheque Account 18,085.12
- 1-1003 Tidy Towns Term Deposit 4035805660 29,118.35
- 1-1004 Tidy Towns Term Deposit 4036494860 11,438.82

Reports Accepted

Moved **CARO**

Seconded **ROB**

3) Approved Expenditure

The following expenditure has been approved by the committee:

- Insurance payments – \$1,214.62 - Local Community Insurance Services – Public Liability and Professional Indemnity and Volunteers Liability Insurance.

Reports Accepted

Moved **CARO**

Seconded **Pam**

4) Port Vincent Progress Association

The following reports for the Port Vincent Progress Association for the month ended 30th November were tabled and discussed:

- Profit and Loss statement with a year to date surplus of \$2028.82. The reason for the reduced surplus from the previous month is a 3 month electricity bill of \$167.52,



Council Leases and Maintenance of Fire Extinguishers. Income was only \$135 for November.

- Please note that the .01 was required for the set up of our raffle. Income and Expense codes have now been set up in MYOB to record the profit from the raffle.
- Balance Sheet including an Operating Balance of \$115,789.93 and Investments \$32,652.21

Reports accepted

Moved **caro** Seconded **Michelle**

5) Tidy Towns Subcommittee

The following reports for the Tidy Towns Subcommittee for the month ended 30th November 2022 were tabled and discussed:-

- Profit and Loss statement with a year to date surplus of \$3.83. The reason for the small surplus is due to the purchase of a pressure cleaner and a hedge trimmer.
- Balance Sheet including an Operating Balance of \$18,088.95 and Investments \$40,557.17.

Reports accepted

Moved **caro** Seconded **rob**

6) Approved Expenditure

The following expenditure has been approved by the committee:

- 3 month electricity bill of \$167.52, Council Leases \$55 and Maintenance of Fire Extinguishers \$85.03.

Tidy Towns expenditure to be approved in their minutes.

Moved **caro** Seconded **rob**

GENERAL BUSINESS:

- 1) Title: Term Deposit Account - Sue
Discussion: Consideration to move amount to a different financial institution to obtain increased interest
Further Action: **caro to investigate.**
- 2) Title: Tennis Court Fencing - Greg
Discussion: Southern side of the fencing poles needs urgent attention due to corrosion.
Further Action: **tidy towns to action minor repair temporary fix**
- 3) Title: Pump Track - Michelle
Discussion: Update
Further Action: **no update**

ANY OTHER BUSINESS:

- 1) Title: Microsoft 365 – Pam
Discussion: looking at combining the VIO and the Progress Microsoft packages together to save fees. We need to ensure that this happens before the automatic renewal goes through (currently on Pam's and Sue Pike's credit cards).
Further Action:
Subscription transfer top occur – Pam to follow up.



NEXT MEETING TBA Christmas / New Year recess

Thank you for your contribution to the PVPA, MEETING CLOSED AT 9.30 pm

**Please Remember all apologies, Reports and Agenda Items
Must be Sent via Email to portvincentprogress@gmail.com prior to the next meeting.**