

PORT VINCENT PROGRESS ASSOCIATION INC
Meeting Minutes
 Thursday 14 September 2023
 Compiled by Secretary



POSITIONS OF OFFICE

COMMITTEE

President	Kristan Every	Jan Le Feuvre	Kyle Mullen
Vice President	Greg Shaw	Michelle Twelftree	
Secretary	Kirsty Marshall		
Treasurer	Carolyn Jansons		

PRESENT: Michelle Twelftree, Kristan Every, Carolyn Jansons, Greg Shaw, Jan Le Feuvre, Kyle Mullen, Kirsty Marshall

APOLOGIES:

EXECUTIVE POSITIONS

The executive positions were opened and the following members were elected from the floor:

Nominations for the president

Kristan Every

Kristan has accepted the nomination.

Nominations for the Vice President

Greg Shaw

Greg has accepted the nomination as a caretaker until the committee has been expanded.

Nominations for the Treasurer

Carolyn Jansons

Carolyn has accepted the nomination

Michelle as outgoing president verbally reported on the following

- 1) **Title:** Bank signatories
Discussion: Signatories need to be changed to the bank accounts. Currently Carolyn is the Public Officer and happy to remain Public Officer.
 Need to remove Sue Hall from banking signatories as well as Pam Hickman.
 Michelle happy to stay on as a signatory and need to add Kristan and Kirsty.
Further Action: Carolyn to get banking paperwork to sign signatories.
- 2) **Title:** Projector for Institute
Discussion: Coming next week (19/20 September) to install new projector and screen
 Partial payment has been made - full costing \$15000
 Install cost TBC - may be an additional labour cost
Further action: Working bee required to clear behind stage. Acquittal required to be submitted after projector installation, including photographs.

PORT VINCENT PROGRESS ASSOCIATION INC
Meeting Minutes
 Thursday 14 September 2023
 Compiled by Secretary



- 3) **Title:** History Book
Discussion Michelle advised file is now able to be edited. Michelle to arrange meeting with Alan Jones to finalise edits. Aim to be published pre-Christmas, if possible.
Further Action: Michelle to contact Alan Jones re meeting.
- 4) **Title:** Oval Pump Track
Discussion: We were to apply for next round of sports and rec grant but not approved by council, who were to provide the other half of the funding.
 Grant application done at the council. May request copy of application for future grant application purposes. If 'shovel ready' will be more opportunities to move on quickly.
 Monies for concept plans and irrigation plans (need to be done again)
 Positive feedback on original grant application.
Further Action: Michelle requested that we go back to design company (company name TBC) to get formal quote to bring to next meeting.

MINUTES OF PREVIOUS MEETING:

August 3rd minutes distributed by email - to be moved and seconded.

BUSINESS ARISING FROM THE MINUTES:

- 1) **Title:** GST Registration and Implications
Discussion: Still no action taken
Further Action: Item closed and raised again if required
- 2) **Title:** Tennis court fencing
Discussion:
Further Action: Michelle to speak to council regarding our lease with the property
- 3) **Title:** Transfer of Teams Documents/Folders
Discussion: Some committee members unable to access Teams documents/folders
Further Action: Michelle to grant everyone access and ensure working properly prior to next meeting. Michelle to send link though via messenger for people to join.
- 4) **Title:** Caravan Storage
Discussion: Ongoing discussions with council and contractors.
Further Action: Awaiting contractors quotes.
- 5) **Title:** YP Council Request
Discussion: YP Council has requested a list of PVPA assets be supplied to them. Secretary had replies requesting that an existing recorded asset list be forwarded, and we will compare and update as required. Second email sent to YP Council. No further response from YP Council to date.
Further Action: Carried over

PORT VINCENT PROGRESS ASSOCIATION INC
 Meeting Minutes
 Thursday 14 September 2023
 Compiled by Secretary

**COUNCIL REPORT:**

Not submitted

Business arising from council report:

SUB COMMITTEE REPORTS:

SUB- COMMITTEE	REPORT PROVIDED	BUSINESS ARISING FROM REPORTS
TIDY TOWNS	No	
VISITOR INFORMATION OFFICE	No	
'A FOCAL POINT' NEWSLETTER	No	
GALA DAY COMMITTEE	No	

CORRESPONDENCE IN		CORRESPONDENCE OUT	

BUSINESS ARISING FROM CORRESPONDENCE:

- 1) Title:
Discussion:
Further Action:

- 2) Title: Discussion:
Further Action:

- 3) Title:
Discussion:
Further Action:

FINANCIAL REPORT:

Profit and Loss report 1 July - 31 Aug 2023 tabled at meeting
 Moved by Carolyn, seconded by Jan.

PORT VINCENT PROGRESS ASSOCIATION INC
Meeting Minutes
Thursday 14 September 2023
Compiled by Secretary



Carolyn moved that Sue Hall maintains her MYOB access for invoicing purposes
Michelle seconded the motion.

OTHER BUSINESS -

1) **Title:** Gala Day

Discussion: Progress committee to put together prizes (to total less than \$5000) so no need to apply for lotteries licencing. Online ticketing and advertising online, prior to Christmas.

Progress to do Glow product fundraiser for Gala Day - need to work out budget - generic items.

Further Action: Michelle to approach Curramulka School around costs and items purchased for Light Up to get ideas/costs.

2) **Title:** Go Fund Me page

Discussion: Set up for Jeannie and Michael who have been exceptionally grateful. Currently around \$10,900.

Further Action: To be closed off after 7 days, which will be Saturday 16th September.

Meeting closed at 8:48pm.

Next meeting November 2nd 2023 7.00 at Institute

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