

**POSITIONS OF OFFICE**

President	Kristan Every
Vice President	Greg Shaw
Secretary	Kirsty Marshall
Treasurer	Carolyn Jansons

**COMMITTEE**

Jan Le Feuvre
Michelle Twelftree
Kyle Mullen

**PRESENT:** Greg Shaw, Kristan Every, Jan Le Feuvre, Kyle Mullen, Kirsty Marshall

**APOLOGIES:** Michelle Twelftree, Carolyn Jansons

**MINUTES OF PREVIOUS MEETING:** distributed by email.

**Moved** Kyle Mullen      **Seconded** Greg Shaw

**BUSINESS ARISING FROM THE MINUTES:**

- 1) **Title:** Bank Signatories  
**Discussion:** Carolyn to get banking paperwork to sign signatories.  
**Further action:** Still in progress
- 2) **Title:** Projector for Institute  
**Discussion:** Acquittal required to be submitted after projector installation, including photographs. Projector has been installed in front of the curtains - need to install something behind the screen to cover the change rooms. Potentially use old curtains for a cover-up, to save money.  
**Further Action:** To follow up re the boards behind the screen. Kristan to chat with Sue about funds left.
- 3) **Title:** Tennis court fencing  
**Discussion:** Michelle to speak to council regarding our lease with the property  
**Further action:** Carried over to the next meeting.
- 4) **Title:** Lease - Port Vincent Progress & Port Vincent Sub Branch of RSL  
**Discussion:** Kristan been speaking with Council. Currently working on the lease to be carried over to next month. Have put in for 5 years. Needs to be advertised in the Country Times for lease longer than 5 years.  
**Further Action:** Kristan to update committee when available.
- 5) **Title:** YP Council Request  
**Discussion:** Carried over from previous meeting. Wanted a list of assets - we asked them to provide existing list and will update if required.  
**Further action:** Closed until Council re-submit the request.
- 6) **Title:** Access Advisory Working Party - new representative required  
**Discussion:** Phil Clark was previous representative. We receive their minutes.  
**Further action:** Kirsty to follow up with Sue regarding advertising in the A Focal Point for new rep.

**COUNCIL REPORT:** Trevor

Not presented at November/December meeting.

Business arising from council report: N/A

**SUB COMMITTEE REPORTS:**

SUB- COMMITTEE	REPORT PROVIDED	BUSINESS ARISING FROM REPORTS
TIDY TOWNS	Yes	Greg to follow up on Tuesday to ask for rep to attend meetings.
GALA DAY		
VISITOR INFORMATION OFFICE		
'A FOCAL POINT' NEWSLETTER	Yes	Discussed report at meeting.

CORRESPONDENCE IN		CORRESPONDENCE OUT	
Date		Date	
21/11	Council – seeking support for further works to hall		Please see individual emails – responses are included
6/11	Insurance – Certificate of Currency		
3/11	Beach Mission Port Vincent		
22/11	Institute hire request – Lymphoedema Info Day		
6/11	LCIS Invoice – Business Pack Insurance		
3/11	YP Council agenda for 8 November		
14/11	YP Council – Bushfire Safer Places		
9/11	LCIS Invoice – Associations Liability Insurance		
23/10	BJ Bray Invoice 7102		
20/11	BJ Bray Invoice 7222		
4/12	Lost Tide Spirit Co – Gala day request		
26/11	OT Business for PV		
26/11	Sue Hall – book launch/complimentary copies of history book for PVPA members from 1993		
17/11	Breast Cancer screening in Yorketown flyer		
7/11	Summer Holiday Workshop Program – Sue Hall		
24/11	Tidy Towns Report		
6/11	Walk the Yorke query		
1/12	Yorke Events Newsletter – December 2023		

**BUSINESS ARISING FROM CORRESPONDENCE:****7) Title:** Bushfire Safer Places

**Discussion:** Council seeking suggestions for location of 1-2 signs in Port Vincent in high traffic areas.  
**Further Action Required:** Kirsty to respond to Phil (council). VIO Office and CFS Shed proposed as options.

**8) Title:** Booking hall request for Lymphoedema Information Day 2024

**Discussion:** Cost and catering options

**Further Action:** Charge a cleaning fee. Kirsty to check with Pam. Look at doing finger food as a fundraiser. Kirsty to get back to Ashlynne.



- 9) **Title:** Wheeled Sports Facilities - updated information required by Council  
**Discussion:** Reply due by 24<sup>th</sup> November  
**Further Action:** Michelle to give update.
- 10) **Title:** Christmas Lights Competition judging  
**Discussion:** 3<sup>rd</sup> year running - cash prizes for Novelty/Religion and Childrens choice.  
**Further Action:** Judging on 23<sup>rd</sup> December - judges will need to go to post office and newsagency to collect entry slips. If not registered with entry slip, won't be eligible for judging. Jan has elected to be a judge. Jan to ask Sue Hall if available. Let Sue know winners to put in A Focal Point. Need to decide when and where to present winners with money - perhaps Gala Day.
- 11) **Title:** Book launch/copy of history book for 1993 members - Query from Sue Hall  
**Discussion:** Discussion on book launch - to be decided closer to the time.  
**Further Action:** Kirsty to go back to Sue to request list of members for consideration.
- 12) **Title -** Hall curtains - need to choose colour  
**Discussion:** Require swatches of available colours for consideration.  
**Further Action:** Look at swatches in January 2024
- 13) **Title -** Memorial Tree  
**Discussion:** Has been approx. 3 years since approval was granted. Progress is up to Council. Project needs to be progressed and completed.  
**Further Action:** Need to ask Council for extension on the Grant - Ask them to progress it. Kristan has asked Caro to find out where it is up to. Need to ask Charmaine Kimber to move trees. Try to have completed by end Feb 2024

## FINANCIAL REPORT:

Caro advised prior to meeting that Nov/Dec 2023 financials will be forwarded in next couple of days.

## SUMMARY OF FINANCIALS SEPT/OCT 2023 TO BE APPROVED AT THE DEC MEETING

### Port Vincent Progress Association

The following reports for the Port Vincent Progress Association for the months of **September and October 2023** were tabled and discussed:

- Profit and Loss statement with a year to date surplus of **\$33848.53** Balance Sheet including an Operating Balance of **\$182,167.40** including Investments :-
- Port Vincent Progress Assoc Cheque account **\$71,888.72**
- PVPA Sub Committees **\$70,082.28**
- Satisfac Investment Account **\$40,196**

Reports Accepted Moved

Seconded

### 2) Tidy Towns Subcommittee

The following reports for the Tidy Towns Subcommittee for the months of **September and October 2023** were tabled and discussed:

- Cheque Account and Investments :-
- 1-1002 Tidy Towns Cheque Account **\$2,925.34**
- 1-1003 Tidy Towns Term Deposit 4035805660 **\$29,191.15**
- 1-1004 Tidy Towns Term Deposit 4036494860 **\$31,467.42**



Tidy Towns expenditure to be approved in their minutes.

Reports Accepted Moved Seconded

### 3) **Approved Expenditure**

The following expenditure has been approved by the committee:

Paper bags (Vincent vitality)	54.36
Projector install etc	12,222.00
Tear drop flags	371.00
Easy Move Classes	450.00
VIO Shirts	356.40
Excercise Equipment	108.00
Advertising - AGM	50.40
Insurance	1214.62
Food Training (Jan)	155.00
<b>Grand total</b>	<b>\$14,981.78</b>

Reports Accepted Moved Kristan Seconded Greg

## GENERAL BUSINESS:

### 1) Title: History Book

**Discussion:** Kirsty delivered another Test Copy to Alan on Thursday 30<sup>th</sup> November. Alan reported yesterday that the edits are taking time and he anticipates will take until early January at the earliest. Kirsty has commenced the indexing.

**Further Action:** Further updates as available, or at next meeting

### 2) Title: Caravan Storage update/quotes

**Discussion:** Quotes come through but nothing happening currently. Possibly need another extension.

**Further Action:** Carried over to next meeting

### 3) Title: PVPA Facebook Page / Website administration

**Discussion:** Access for Kirsty required to be able to upload minutes and community updates where required

**Further Action:** Kirsty to approach Julie Searle who has administration access

### 4) Title: Raffle

**Discussion:** Sue advised that it's not advertised in A Focal Point - do we want to advertise on the website?

**Further Action:** Kirsty to ask Sue to advertise on the website.

## ANY OTHER BUSINESS

### 1) Title: Coastguard stall at Gala Day

**Discussion:** Greg advised Coastguard would like to have a stall at Gala Day.

**Further Action:** Kristan noted this and will liaise with Greg



- 2) **Title:** Coastguard attendance at Gala Day fireworks  
**Discussion:** Greg reported that Coastguard have not received anything requesting their attendance at the Gala Day fireworks. Kristan reported she has given Greg's contact details to Shannon at Bright Sparks, who is responsible for all paperwork and notifications re exclusions zones etc.  
**Further Action:** None
- 3) **Title:** Cleaning Shade Cloth areas at the Wharf  
**Discussion:** Greg proposed that Progress write to Council requesting them to clean the shade cloth areas at the wharf prior to Gala Day. If not, we can go back to volunteers/CFS. Kristan advised Council have an app to take photos of things to be fixed, called 'My Local' and report it.  
**Further Action:** Kirsty to write to council
- 4) **Title:** Brays Signs to be collected  
**Discussion:** Greg advised Brays signs have two signs to be collected for installation in the community, which are completed and paid for.  
**Further Action:** Kristan is able to collect from Maitland. Greg will advise Brays of this.
- 5) **Title:** Pie Warmer in Institute  
**Discussion:** Pie warmer in the change room at the Institute up for grabs. Decision made that needs to be binned as historic/not tagged and tested and unhygienic.  
**Further Action:** Pie warmer to be thrown away
- 6) **Title:** Ideas for use of Institute  
**Discussion:** Greg proposed Progress consider writing to SA Police Band to perform as a fundraiser in the institute. Other ideas floated were fancy dress nights, dinners once or twice a year, movie nights over summer (after other bookings completed). Query raised about how to cover licence to show movies - can we piggy back off Council caravan parks to have licence to show movies?  
**Further Action:** Carried over to next meeting

**NEXT MEETING - Thursday 8th Feb 2023 at 7.30pm in Institute Supper Room**

**(No meeting scheduled for January 2024)**

Please Remember all apologies, Reports and Agenda Items  
Must be Sent via Email to [portvincentprogress@gmail.com](mailto:portvincentprogress@gmail.com) prior to the next meeting.