Shire of Ravensthorpe
Ravensthorpe Entertainment Centre Management Committee
(RECMC) MINUTES

Of the meeting held at the REC at 6:00pm on the 3rd August 2015.

1. DECLARATION OF OPENING:

Meeting was declared open at 6:35 pm by the Chairman Mr Don Lansdown

2. RECORD OF ATTENDANCE / APOLOGIES:

ATTENDANCE:

Don Lansdown	Community Representative and Chairman
Keith Rowe	Community Representative (arr 6.40pm)
Jess Wade	Tigers Football and Sporting Club
Shona McKillop	Tigers Football and Sporting Club
Fiona Philson	Ravensthorpe District High School (arr 6.30pm)
Tash Cale	Ravensthorpe Basketball Association
Marcia Norrish	Ravensthorpe Tennis Club
Sharyn Gairen	Councillor
Jenny Goodbourn	Manager of Community & Recreation Development Non-voting
Gail Warren	Secretary of the REC MC Non-voting

APOLOGIES

Jules Belli	Councillor

3. CONFIRMATION OF MINUTES - Monday 8th June 2015

COMMITTEE RECOMMENDATION:

That the minutes of the Meeting held on the 8th June 2015, be confirmed as a true and correct record of proceedings.

MOVED: Sharyn Gairen **SECONDED:** Jess Wade

CARRIED 9/0

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Constitution

Following from the Special General Meeting held on 8th June 2015 the amended constitution was forwarded to the Department of Commerce. On the 22nd June the Department of Commerce advised that the amendments had been accepted and lodged with the department
No action required

4.2 M.O.U

The Memorandum of Understanding between the Shire of Ravensthorpe and the RECMC Inc. was adopted by the committee and council August last year. It was to run for a period of twelve months so is due for review. There are also two other reasons it needs to be reviewed:-

- Following adoption of the new constitution section 4.5 needed to be amended to refer details of the quorum required for meetings to the RECMC By-Laws rather than the constitution – other minor changes such as dates and job titles have also been amended.
- Following the application to the Department of Racing Gaming & Liquor for a profit sharing arrangement to allow the affiliated clubs to use the kitchen for canteen/meal purposes; the department has contacted the MCRD to advise that this needs to be included in the MOU. A new section 24 has been included to cover this and will hopefully allow the profit sharing arrangement to be granted.

The revised draft M.O.U had been circulated for the review of amendments made.

COMMITTEE RECOMMENDATION:

That the revised draft MOU dated July 2015 be adopted as a final document by the committee. The MOU is to be presented to council in August.

MOVED: Jess Wade **SECONDED:** Shona McKillop

CARRIED 9/0

4.3 Annual Affiliation Fees

In July last year the annual Affiliated Club Membership for 2014/2015 was set for recommendation to council. The fee is invoiced by the Shire in October of each year to the Clubs.
Last year's recommendation was:-

COMMITTEE RECOMMENDATION:

The committee agree and accept the proposed affiliation membership for each user group. These figures are as follows:

- RBA $2,000.00
- RTC $ 850.00
- RDHS $1,300.00
- RTFSC $2,000.00

These figures to be reviewed annually based on membership and use.

MOVED: Sharyn Gairen **SECONDED:** Tash Cale

CARRIED 7/0

At the subsequent council meeting in August the actual fees set were:

- Ravensthorpe Basketball Association (RBA): $3,000.00
- Ravensthorpe Tennis Club (RTC): $850.00
- Ravensthorpe District High School (RDHS): $1,300.00
- Ravensthorpe Tigers Football and Sporting Club (RTFSC): $3,000.00

The fees for the RBA & RTFSC were adjusted up to take into account a contribution towards the utilities charges. All fees for 2014/2015 have been paid. It is suggested that the fees for 2015/2016 be maintained at the current level. The only affiliated club that has supplied member numbers is the Tennis Club who are expecting their numbers to remain at the current level.

- Tash advised that she would have Tigers member numbers following their next meeting and would forward them to Gail.

COMMITTEE RECOMMENDATION:

The committee agree and accept the proposed affiliation membership for each user group. These figures are as follows:

-RBA	$3,000.00
-RTC	$ 850.00
-RDHS	$1,300.00
-RTFSC	$3,000.00

MOVED: Marcia Norrish **SECONDED:** Keith Rowe

CARRIED 9/0

5. REPORTS AND UPDATES

5.1 Secretary Report

- Roof issues were discussed - Tash brought to Jenny's attention that the floor feels spongy on one court both top & bottom she believes it could be coming from the oval.
- Jenny reported that the change room doors are a temporary repair only (the existing doors were put back on) and lighter doors would be sourced to replace these as the existing doors are too heavy and are damaging the door frames.
- Jenny advised that there will be a meeting with Jill Powell for the Master Plan review on Monday 10th August at the REC at 6pm. Attendance is encouraged .

COMMITTEE RECOMMENDATION:

That the Secretary report be received

MOVED: Sharyn Gairen **SECONDED:** Tash Cale

CARRIED 9/0

5.2 Finance Report

COMMITTEE RECOMMENDATION:

That the Finance reports be received

Jenny to have comparison reports compiled of the last 2-3 years for review

MOVED: Shona McKillop **SECONDED:** Natasha Cale

CARRIED 9/0

5.3 Correspondence In

- Letter from Dept of Commerce advising of acceptance of the amendments to the Constitution.
- Email RDHS request for Bar Profit evening for 21st August 2015

5.4 Correspondence Out

- Constitution sent to Department of Commerce.
- Memo from Jenny to the REC committee members and Clubs (see general business 6.6)

COMMITTEE RECOMMENDATION:

That the correspondence in & out be received and the committee agree to the RDHS profit evening upon confirmation of date from Fiona Philson

MOVED: Tash Cale **SECONDED:** Jess Wade

CARRIED 9/0

5.3 Shire Update

- Sharyn announced that Jules has had a baby girl
- Angela Kelton, Keith Dunlop (Councillors) and Ian Fitzgerald (CEO) are attending Local Government week in Perth.
- Budget has been developed and will be going to the August council meeting for adoption.

COMMITTEE RECOMMENDATION:

That the Shire update to be received and congratulations to Jules

MOVED: Shona McKillop **SECONDED:** Marcia Norrish

CARRIED 9/0

6. GENERAL BUSINESS

6.1 Tigers Request for Profits from Function of 13th June 2015.

Tigers recently held a function which had been approved by the RECMC as one of the functions for which they could request a donation for the value of the bar profits. The date and amount is as follows –

- Tink's Farewell – Saturday 13th June - $1,495.82 (net profit after stock cost and bar staff wages)

COMMITTEE RECOMMENDATION:

That the Tigers Football and Sporting Club receive a donation from the RECMC through Council to the value of the bar profits for their function on the 13th June 2015- being a total of $1,495.82

MOVED: Sharyn Gairen **SECONDED:** Shona McKillop

CARRIED 9/0

6.2 Mural - Jenny to discuss idea of working with Ravensthorpe Regional Arts Council to have a well known Perth street artist do a mural on a wall at the REC

- This idea was discussed and the idea was well received by all. The cost is approximately a donation of $1,000 this could be dependent on size, design etc TBC

COMMITTEE RECOMMENDATION:

The committee agree to the proposal in principal and for Jenny to explore this further

MOVED: Sharyn Gairen **SECONDED:** Tash Cale

CARRIED 9/0

6.3 Tigers fixtures 15th & 22nd August live music proposal – Jess

- Jess suggested that it would be beneficial to have some live music to encourage people to stay at these events this would further support the Sporting Club and the REC. Jess had researched and has some interested parties and provided approximate costs of between $500 - $700. It was also requested that the REC committee assist by way of a monetary contribution.

COMMITTEE RECOMMENDATION

The committee agreed to the concept and offered a contribution of $1,000 towards these events
Jenny to take this proposal to Council

MOVED: Jess Wade **SECONDED:** Tash Cale

CARRIED: 9/0

6.4 Bar – Jess

- Jess wanted to ensure that the bar was going to be sufficiently stocked for the coming functions. She expressed the Clubs concern that the situation of having run out of some alcohol and having to go to the Hotel and Bottle shop on two previous occasions not happen again. Also she requested that the quantity of wine and champagne glasses be increased as they constantly don't have enough.
- Both Gail and Jenny explained that the first occasion was unfortunate and that this was due to them both being new, the second was the Tinks farewell and unfortunately there was a lack of communication and understanding of the attendees for that event.
- After some discussion it was agreed that these were one off occasions and that communication would improve between all parties. Tigers advised a figure of approximately 300 were expected for the 15th August.

6.5 Adjacent bush area development between the REC and RDHS – Keith

- Keith brought to the committees attention that sometime ago there had been discussions and suggestions for tiding up and utilising the bush area between the REC and the RDHS. He wished to raise this again as no progress has been made and the area whilst it is used by both the general members of the community and the students from the school (to access the REC for classes) it is not only aesthetically poor but is also difficult to use.
- The committee shared their ideas of more footpaths, bike track and a foot bridge. These would enable better accessibility of the area and would offer a useable space for people to ride or walk. Fiona said the school would be able to make good use of the area.

COMMITTEE RECOMMENDATION:

That Sharyn approach Council to have this area cleaned up with the view to it being easier to access particularly between the School and the REC. Keith to be available to present to the Council the committee's vision to enhance the area, some options would be to add to existing footpaths, create a bike track and a foot bridge.

MOVED: Jess Wade **SECONDED:** Shona McKillop

CARRIED 9/0

6.6 RECMC meeting attendance issues

- The committee engaged in discussions on the need to ensure a quorum be present at meetings to comply with the new By-Law refer to 1. Management Committee
- All agreed that whilst it can be difficult it is necessary for each group to have a pre nominated proxy to be in attendance should the nominated rep be unavailable.
- During this discussion Tash informally advised the committee that she would be standing down as the Basketball rep in the near future.

6.7 RDHS have requested (see correspondence in) to hold a Quiz night in the REC Function room Friday 21st August with the intention to request this to be their first Bar profit event.

COMMITTEE RECOMMENDATION

The committee agreed to the RDHS profit evening upon confirmation of the date from Fiona Philson

MOVED: Tash Cale **SECONDED:** Jess Wade

CARRIED 9/0

8. **Next meeting – 14th Sept 2015 @ 6pm**

9. **CLOSURE OF MEETING:** 7.40pm