

Minutes

Berwick Springs Residents' & Owners' Association

06/06/2006

7:00 PM

Berwick Springs Hotel

Welcome: Jan.

Apologies: Melissa

Confirmation of Minutes from Previous Meeting:

Moved: Paul **Seconded:** Bianca **Carried.**

Business arising from Previous Minutes:

- Confirm whether letter was sent to Jane Smith requesting receipts for any monies owed by BSROA – Andrew to follow up.
- Letter from W.E. Cash regarding sponsorship – to advertise in next newsletter.
- Benches in Robinswood Parade Park now in place.

Correspondence:

Received:

- Letter received regarding public liability insurance renewal.
- Email from David Fenton regarding newsletter (covered later in agenda topic).

Sent:

- Email to Lorraine thanking for park benches.
- Letter to cellarbrations regarding sponsorship.

President's Report:

Financial Report:

- Balance as per 06/06/06 - \$ 7927 approx.
- Profit and Loss Statement for Trivia Night – Profit \$2262.35. Well done Andrew.

AGENDA TOPICS

Sponsorship:

Paul

- Ideal wish list for Sponsorship Co-ordinator is to obtain sponsors for Newsletter, Christmas Function, Ball, fundraiser and Easter Egg Hunt moving forward.
- How much to sponsor newsletter? Committee happy with \$500 for the year.
- Camelia Lodge have come aboard as Bronze Sponsor for their \$100 sponsorship of quarterly Garden Competition.

BSROA Notice Board:

Paul

- MPRE are continually requesting when notice board will be erected.
- Jan to contact council regarding outlines for notice board.
- Steve to obtain costing for his design.

Quarterly Newsletter:

Paul

- Congratulate Jamie for her efforts with producing the last newsletter.
- Steve suggests a stand for remaining newsletters at Casey Central.
- Jan suggests that remaining newsletters go to member benefit sponsors and advertisers – Paul to pass on to sponsors, and Ray to pass on to advertisers.
- Email from David Fenton asking why his advert was not in newsletter. New Swing Patrol ad lists higher prices, but the newsletter advertised at old price. Swing Patrol not listed in newsletter as member partner. Ray to answer queries.
- Member Partner list to be emailed to newsletter co-ordinator prior to newsletter being put together.
- Finalise next date for Newsletter distribution (winter) set mid-July deadline. Spring newsletter end-October deadline. Full page Ball ad in winter newsletter. Needs photos from Lucy for Trivia Night write-up. Lucy to email list of sponsors and logos for article.
- Pam and Paul to choose next season's Garden Competition winners.
- Stories for next newsletter, trivia night, council update - playground, The Ball, neighbourhood watch.

Trivia Night Overview:

Jan

- Good idea – do it again. Bigger venue needed. Perhaps look at different host. Jan to circulate PMI's for improvements for next year. Collate and discuss at next meeting.
- Jan suggest to send letter to organizers of each table to say thank you and advertise the Ball.
- Residents who paid for trivia night and were unable to attend for illness, will be offered a years membership as a refund.

Berwick Springs Ball:

Jan

- Menus - \$36.50 per person for 3 course.
- Kevin has offered to drive bus again. Jan to book bus.
- Andrew to draw up budget as done for trivia night.

Council Update:**Jan**

- 2 seats have been installed in triangle park at corner of Robinswood Parade and Berwick Springs Promenade.
- Cr. Lorraine Wreford emailed a couple of weeks ago where we would like seats. Friday 2nd June seats were installed.
- Playground consultation 23/5 at Berwick Springs Park site, asking for suggestions. Requested landscaping of some form on remainder of park area to make it useful.
- Lucy emailed pictures of fitness stations to playground consultant as suggestion for park.
- Jan or Lucy will be sent final playground plans for circulation.
- Stockland have finally landscaped Bike Path between Berwick Springs and Hillsmeade with hydro turf.
- Glasscocks Rd is up for tender from Clyde Rd to Berwick Springs Prom. Tenders closed on the 31st May. Construction to start soon.
- Will get oak trees on Berwick Springs Promenade replaced in June, along with gum trees in Champagne Grove.
- Jan will email council about the fountain and pile of dirt at Robinswood Park, Berwick Springs Prom sign at entrance missing, and tidying up of round-a-bouts, and lights at footpath around lake.

AGM:**Jan**

- Venue booked – cost \$50, 7pm start. Lucy to email list to Jan of nominations after closing 27th June.
- Order one plate of hot food for 7:45pm.

Website:**Paul**

- Email from Nick from MPRE requesting advertising on website. Paul to reply to letter informing Nick that website is being revamped, and will be available within the next two weeks.
- Easter Egg Hunt 07 – Saturday before Easter.
- Trivia Night 07 – first Saturday in June. (2/6).
- Ideas for website – useful links.
- Article in newsletter on website.

New Member Incentives:**Jan**

- Jan suggests a member incentive – “join before certain date to go in running to win ‘prize’”. Ray would prefer to see membership pushed based on what association now offers members.

Committee Roles:**Jan**

- Secretary Role and sponsorship role can go on website. Awaiting president, treasurer and general committee. General committee requires 70% attendance to monthly committee meetings.

General Business:

- Neighbourhood Watch update from Andrew. City of Casey NW meeting Wednesday night – Andrew and Paul to attend. Andrew and Jan to meet with Lorette Clark (police contact) Thursday night to start up Neighbourhood Watch in Berwick Springs.
- Jan suggests to generate more funds, can put name down at Bunnings for sausage sizzle and raise approximately \$1000 a day. Suggest doing this twice a year to help fund newsletter and Christmas party, etc. Jan to look into how to register.
- Andrew to send membership renewals before end of June.

Next Meeting: Tuesday 7th July – Berwick Springs Hotel