

# Minutes

## Berwick Springs Residents' & Owners' Association

01/05/2006

7:00 PM

Berwick Springs Hotel

### Welcome:

Jan.

Also welcome Jamie Doyle who has kindly taken on the role of preparing the newsletter whilst Ray is overseas.

### Apologies:

Andrew, Melissa and Ray.

### Confirmation of Minutes from Previous Meeting:

Moved: Bianca    Seconded: Paul.    Carried.

### Business arising from Previous Minutes:

- Change of signatories for banking & internet banking access. Resp: Jan, Lucy, Andrew.
- Andrew has officially taken on the role of treasurer. Moved: Jan, Seconded: Paul, Carried.
- Forms need to be filled out changing the mailing address to the P.O. Box, to ensure all statements are received by current treasurer.
- Confirm whether letter was sent to Jane Smith requesting receipts for any monies owed by BSROA.
- Committee Roles discussion postponed for meeting with higher attendance.
- Easter Egg Hunt – Paul provided receipts for all monies spent on eggs and bunny ears.

### Correspondence:

#### Received:

- Letter from W.E. Cash regarding proposed sponsorship.
- Final Notice from Australia Post Re: Renewal for P.O. Box (\$60 for 1 year).

#### Sent:

- Paid final notice for P.O. Box.
- Deposit paid for Trivia Night Fever
- Deposit paid for Berwick Springs Ball venue - Fountain Gate Taverner.
- Letter to M.P.R.E Casey Central Re: Sponsorship.

**President's Report:**

**Financial Report:**

- Balance as per 1/5/06 - \$6046.11.

**AGENDA TOPICS**

**Sponsorship:**

**Paul**

- Letter sent to M.P.R.E Casey Central dated 20/4/06 confirming GOLD sponsorship.
- Jan to prepare Member Benefit Certificates for the upcoming financial year (awaiting 06/07 membership cards to do this).

**BSROA Noticeboard:**

**Paul**

- Paul to look at applying for Community Grants to pay for Noticeboard.
- All committee members are encouraged to have a look at possible designs for board by visiting other areas and photographing suitable boards.

**Quarterly Newsletter:**

**Paul**

- Should be available to print by the end of the week.
- Awaiting logo for M.P.R.E advertisement.
- Greg to send through for printing.

**Trivia Night:**

**Jan**

- Jan has produced flyers, and distributed at meeting. All agreed that flyers would be distributed by 7/5/06.
- Venue booked – Brentwood Park Community Centre (seats 120) Bemersyde Dve, Berwick 3806. Melway Ref: 111 C12.
- Host booked – Trivia Night Fever.
- Prizes – Box of potatoes & Box of onion ( Resp: Paul to be donated by Creative Memories).
- Lucy to send letter for sponsorship of prizes to all committee members.
- Require: paper tablecloths, pencils, garbage bags, table numbers, name tag stickers.
- Meeting to be held at 34 Champagne Gve, 8pm Tuesday 16<sup>th</sup> May to finalise prizes and preparation.

**Berwick Springs Ball:**

**Jan**

- Venue booked – Fountain Gate Taverner (deposit paid).
- Band booked – Face Value (Cost approx. \$880 – deposit required?).
- Require menu & costs from Melissa.
- Theme – “Berwick Springs Carnivale” – bright colours, hat competition for ladies, belle and beau of Carnivale.

- Motion: “Committee members to pay member prices for tickets to ball” Moved: Paul, Seconded: Jan. Carried.
- Motion: “Ticket Prices: Members - \$30 Non Members - \$45 (cost includes shuttle bus – Pick up and drop offs in Berwick Springs Estate only).” Moved: Bianca, Seconded: Steve. Carried.
- Motion: “Members tickets can be purchased for permanent household members only”. Moved: Jan, Seconded: Lucy. Carried.
- Motion: “That Casey Mayor Kevin Bradford and wife be offered tickets to the ball, and that tickets be offered to ward councilors Lorraine Wreford and Michael Farley, to be purchased at members prices.” Moved: Paul, Seconded: Steve. Carried.

**New Member Incentives:**

**Jan**

- Postpone until next meeting for higher committee member attendance.

**AGM:**

**Lucy**

- Organise for July meeting (1<sup>st</sup> Monday – 3/7/06). Paul, Lucy, Steve and Bianca unable to attend meeting this night. Propose holding meeting on Tuesday 4/7/06.
- Motion: “Annual General Meeting to be held on Tuesday 4/7/06 at 7pm, with monthly committee meeting following”. Moved: Paul, Seconded: Lucy. Carried.

**General Business:**

- Jan received a phone call from Gary Hall discussing the condition of the lake and people feeding ducks. He believes that excess bread in the lake due to people feeding the ducks is having an effect on the water quality. He has received quote for “Do not feed ducks” signs:
  - Size: 700mm x 550mm Cost: 2 signs @ \$143 (plus GST)
  - 3 signs @ \$150 (plus GST)
  - 4 signs @ \$175 (plus GST)
- Letter to be written to council regarding effect of feeding ducks on water quality of lake. Resp: Jan.
- Letter to be written to councilor (ward) for funding to cover noticeboard or park benches at park on Berwick Springs Prom at intersection to Robinswood Parade. Resp: Jan.

**Next Meeting: Monday 5<sup>th</sup> June – Venue to be advised.**