



**WR&RA Committee Meeting**  
**MONDAY 19 April 2004**  
Wilson Community Hall

**Minutes**

<b>1</b>	<b>Welcome and Apologies</b> <b>Present:</b> Maria Valli (Chair), Jason Durbin, Julie Parish, Dee Schwass <b>Visitors:</b> Russell Gorton <b>Apologies:</b> Maurice Winter, Max Zeller, Paul Duncan Meeting opened at 7:35pm
<b>2</b>	<b>Minutes from Previous Meeting</b> The minutes of the Committee Meeting held on Monday March 15, 2004 were received as a true record on the motion of Julie Parish and seconded by Maria Valli.
<b>3</b>	<b>Actions arising from Previous Meeting</b> <ul style="list-style-type: none"><li>a) <u>Update to Constitution</u> – Max to put forward a proposal on changes to Constitution however it was agreed that this should be an action item for the new committee.</li><li>b) <u>Newsletter</u> – The newsletter has been completed and distributed to Australia Post. There was a perception that a delay may have occurred with respect to the delivery of the newsletter however it was noted that some members had already received the newsletter with others to be delivered imminently. If any further delays were identified Julie will investigate and liaise with Australia Post.</li><li>c) <u>Fern Road Plans</u> – WRRRA has received updated plans. Jason follow up issues and source additional materials from Council to support discussions at the AGM.</li><li>d) <u>CRRP Path Plans</u> – Max has drafted a letter to Council to query minor changes made to current proposals.</li></ul>
<b>4</b>	<b>Secretary's Report</b> The Secretary's Report is attached.

<p><b>5</b></p>	<p><b>Finance Report</b></p> <p>Julie reported that we have 124 members. The Credit Balance is \$1791.66</p> <p>Julie contacted the CPA and located a volunteer from their register who has agreed to audit the WRRRA books, which will be signed off to 21<sup>st</sup> March, 2004.</p> <p><b>ACTION: Julie to contact the volunteer with a view to securing their services for next year.</b></p> <p>As per last meeting it was agreed that the Audit requirements should be reviewed by the new committee.</p> <p>Dean Godfrey from CanPrint has indicated a desire to advertise in the WRRRA Newsletter, which may result in additional income.</p>
<p><b>6</b></p>	<p><b>Portfolio Reports</b></p> <p>Maria: To discuss AGM arrangements (see General Business)</p> <p>Jason: Has reviewed the current set of Fern Road plans.</p> <p><b>ACTION: Jason to contact Council to ask if current plans can be displayed at the AGM and source any other materials that can be displayed.</b></p>
<p><b>7</b></p>	<p><b>General Business</b></p> <p><b>Russell Gorton:</b></p> <p>WWAG wrote to Council with regard to installing bins and ‘poo’ bags for dog owners on Fern Road. Council indicated these will be installed after the works are completed on Fern Road however had some reluctance to install directly on Fern Road as they are earmarked elsewhere. WWAG has suggested installations near Mill Street and Castledare.</p> <p>Discussed the feature wall at Castledare (near miniature railway) that has been left after the demolition of old buildings. Both WWAG and WRRRA are aware of plans to paint a suitably pleasing mural on the wall by way of addressing the graffiti issue. Maria and Russell to generally monitor proceedings.</p> <p><b>Russell has met with the President of the miniature railway and representatives from Castledare to discuss possible relocation of a small section of track to accommodate environmental changes to the western end of the Wilson drain. The main issue was that all were in favour of the endeavour but the issue of cost is still to be resolved.</b></p> <p><b>Maria</b></p> <p>Recommended that the members register to be updated after committee became aware of one member who has passed away recently.</p> <p>AGM : All invitations have been sent.</p>

7	<p><b>General Business (Continued)</b></p> <p><b>ACTIONS:</b></p> <ol style="list-style-type: none"> <li>1. <b>Community Times to be contacted.</b></li> <li>2. <b>Photocopy letters to members.</b></li> <li>3. <b>Maurice to secure keys to Wilson Community Hall.</b></li> <li>4. <b>Committee agreed to meet at 6:45pm to set up hall and facilities.</b></li> <li>5. <b>Julie to organise catering.</b></li> <li>6. <b>Dee to ‘man’ the door with Julie to assist.</b></li> <li>7. <b>Julie to prepare End of Year financial report and auditors report for AGM.</b></li> <li>8. <b>Maria to prepare back up plan in the event that a new committee cannot be constituted at the AGM.</b></li> </ol> <p>Maria reviewed AGM schedule of events and committee agreed on schedule with a minor amendment with regard to the President presenting their report prior to the Treasurer.</p> <p>Committee discussed changes to committee structure and possible changes to the constitution. Russell suggested that any changes may require 28 days notice before tabling at the committee level. Maria to discuss implications of any changes with Max.</p> <p>Maria asked retiring members to consider staying on as co-opted members. Retiring members indicated they would consider this and the general response was positive. Retiring members to confirm their position at the AGM.</p>
8	<p><b>Next Meeting</b></p> <p><b>The next committee meeting will be held on Monday 17<sup>th</sup> May, 2004 at 7:30pm.</b></p> <p><b>Wilson Community Hall.</b></p>
	<p>There being no further business, meeting closed at 8:45pm.</p>



## Secretary's Report April 2004

### Correspondence IN

#	Details	Action Required
1	175 <sup>th</sup> Anniversary Community Grants Scheme From Dr Geoff Gallop (Dated 17-Feb-04)	None (Closed 2/4/04)
2	South Wilson Downcoding Report (Copies ready for collection) From City of Canning (Dated 10-Mar-04)	Submission Letter prepared by Max cc: Canning Times
3	Invitation to Insurance & Legal Liability Update (31-Mar-04) From City of Canning (Dated 16-Mar-04)	None (Unable to attend)
4	E-mail re: Request for WRRRA Submission From Stuart Devenish (Dated 18-Mar-04)	Refer to Item 2
5	Quotation for AGM Notice (\$140.45 Incl. GST) From Ian Black – Community Times (Dated 29-Mar-04)	Reply sent by Max to confirm Ad
6	Information Request re: Setting up New Residents' Assoc. From Heinz Reitmeier – Langwarrin Residents' Assoc. (Dated 28-Mar-04)	Reply sent by Max
7	Thank You E-Mail From Heinz Reitmeier – Langwarrin Residents' Assoc. (Dated 02-Apr-04)	No further action required
8	WWAG Document on CRAWLS Project (Open for Comments) From Russell Gorton (Dated 15-Apr-04)	Refer to General Business
9	Fern Road Plans & Letter re: AGM Invitation From Silvio City of Canning (Dated ??-Apr-04)	Jason to provide Update (I forgot to copy letter)
10	Email re: Confirmation of attendance at the AGM From Lynne McHale NHW District Co-ordinator	Maria to liaise regarding a display to be set up.

## Correspondence OUT

#	Details	Action Required
1	E-Mail to Canning Time (26/3) [Max] re: Community Calender Notices & AGM Display Ad Quote	Display Ad requested for 27/4 (Max to confirm)
2	Letter to Stuart Devenish cc: Canning Times, Councillors [Max] re: WRRR Submission - South Wilson Downcoding Report	Awaiting Stuart's Recommendation to Council (due this Month)
3	E-Mail to Canning Time (30/3) [Max] re: Confirmation of Display Ad for 27/4/04	Awaiting Confirmation (Follow-Up E-Mail sent 17/4)
4	E-Mail to Heinz Reitmeier (2/4) [Max] re: Information Request on Setting New Residents' Association	No further action required
5	Letter to CALM cc: Steve Atwell & Others [Max] WRRR Concerns re: CALM's Latest Plans for CRRP Paths	Refer to File ... Max to follow-up
6	Letter to members (10/4) (Maria/Max) re: Renewal subscription and AGM	
7	Letter to Mayor Lekias and Executive Staff, Srgt Pope (Maria) re: Invitation to the AGM (14/4)	Awaiting Confirmation
8	Email to Lynne McHale and Mason Ward Councillors (Maria) re: Invitation to the AGM (14/4)	Confirmed Attendance
9	Letter to City of Canning (23/3) Maria Re: Cat Control Support Letter	