

## Andamooka Progress and Opal Miners Association Inc.

'Preserving our past and planning for our future'

MINUTES: ORDINARY COMMITTEE MEETING, TUESDAY 27th August 2019 at 6.00am

Andamooka Town Office, School Road, Andamooka SA 5722

Minutes taken: R Mitchell, Written: G Rowley

ITEM #			ACTION:
	PRESENT / IN ATTENDANCE	Peter Allen - Chair Gill Rowley – Treasurer / Acting Secretary Committee Members: Donna Waters Rodney Mitchell Ian Thompson Ron Ashenden Keith Bartram In attendance: Richard Hawkins – APOMA Project & Maintenance Manager.	
1	WELCOME / APOLOGIES/ DECLARATIONS	1.1 Apologies: J Smirnios, A Johnson, J Franklin 1.2. Declarations: None lodged.	
1.3	Meeting opened	6.00pm	
1.4	Election of Officers	Chairperson: Ian Thompson - nominated by GR IT declined to be nominated as an officer for 2019-20 due to work & personal commitments  Peter Allen – nominated, RA Seconded: IT Agreed  Vice Chair: Donna Waters – nominated, PA Seconded RA Agreed  Treasurer: PA – Gill Rowley to continue in the role. Agreed  Vice Treasurer: Keith Bartram – nominated, GR Seconded PA Agreed	
		Secretary: R Mitchell – nominated KB Seconded: IT Agreed  PA not required to enter into an acting position for Chairman of the Association due to his prior experience in this role.  The vice treasurer and secretary will hold acting positions for a hand-over period of 3 months. In line with the manner of business relating to secretarial in the Town Office which covers community/town affairs, the APOMA Secretary position relates to and is responsible for APOMA general business.	

Andamooka Progress & Opal Miners Association Incorporated (APOMA)

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MEETING SCHEDULE 2019-20	GR tabled a draft schedule of coordinated meeting dates as a guide for committee, member & community, & APOMA /OCA quarterly reviews.  Meeting dates confirmed progressively.	Action: GR to distribute with revisions.
MINUTES OF PREVIOUS MEETINGS	2.1.1. Draft minutes Annual General Meeting 11 <sup>th</sup> August 2019 deferred to next meeting. 21.2. Draft minutes of the meeting held 4 <sup>th</sup> Aug were discussed & corrected for adoption.  Motion: That the minutes of the Committee meeting held 4 <sup>th</sup> August 2019 are adopted as a true and correct account of that meeting. Moved: PA  2 <sup>nd</sup> : DW AIF Passed	
Business Arising	<ul> <li>2.2.1 GR – overview of outcome of court proceedings – B McFarlane. APOMA excused from the proceedings – not deemed to have a case to answer to.</li> <li>2.2.2 PA – re CARM funding –</li> <li>apparent discrepancies in OCA reporting to government vs APOMA re CARM budget. GR reported that proposed changes in budget and accounting procedures will provide greater clarity around CARM funding and expenditure.</li> <li>local vs outsourced management of the CCS collection – requires more research. Deferred for further discussion.</li> </ul>	
MANAGEMENT & BUSINESS PLANS	Deferred to Extended Planning Meeting proposed for Sunday 22 <sup>nd</sup> October pending availability of committee members.	Action: GR to follow up re attendances to assist scheduling date.
FINANCIALS:	<ul> <li>4.1 Bank Accounts to end July – presented. GR provided overview including need to establish final carry over figures with recommendations for holding – eg: allocated vs reserves.</li> <li>4.2 2019- 20 budgets</li> <li>GR explained rationale to revised CARM Budget the associated APOMA Town Budget. PA recommended that new committee members get a printed copy of CARM/APOMA budget.</li> <li>PA asked questions re workflow at the office and equipment.</li> <li>RH &amp; GR provided an overview of tasks and how personnel work as a team to ensure back-up which is vital in such a small office with broad responsibilities.</li> <li>GR explained that the laptop was needed to support the level of programs being used for professional level graphics being</li> </ul>	Action: GR to make available print copies.
	Andamo	<ul> <li>small office with broad responsibilities.</li> <li>GR explained that the laptop was needed to support the level of programs being</li> </ul>

these outsourced would outweigh the cost of the laptop and personnel - and the office would still require manning. Motion: That the provisional administration Action: GR - Final figures and wage budget be approved as published. schedules to be presented end Seconded: DW Moved: RM of quarter. Passed 4.2. Drafted revised CARM Budget - formulated as worked through at last meeting. Agreed to for re-presentation to OCA for agreement. 4.3 Revisions to accounting set up 2019 -20 (RM excused from meeting at 8pm for short interval) GR seeking advice from accountant re GST and methods of dividing CARM funding & expenditure from APOMA financials to maximise GST returns. Also best way for this to be managed proposed By Grace Bookkeeping do the BAS and EOFY done by accountant. GR to follow up re costs and best method and present recommendations at next meeting. (RM resumed attendance at 8.11pm) 4.4. Grant report GR presented overview. No issues to report. Offer from Monodelphous Engineering to assist with benching for workshops. 4.6. Payments for approval: Motion: That the payments as presented are approved for sign off and payment. Moved: KB 2<sup>nd</sup>: IT AIF Passed **4.7. Account signatories –** GR - with elections completed the bank signatories need to be updated. Motion: That Keith Bartram and Peter Allen are registered as signatories, Keith to second internet banking, and that John Wilby and John Smirnios are removed from the list of signatories. Moved: IT 2<sup>nd</sup>: DW AIF Passed 5 CORRESPONDENCE 5.1.1 Desert Dash - Roxby Downs. Action: committee to ask if Opportunities for food stalls. October 20. any group is interested. 5.1.2. Tom Nankivell (Productivity Commission review of remote areas tax concessions). Draft Action: GR to follow up with report mentions Community Bus and town OCA re their response. water supply. PA - APOMA need to respond. Need to find out re OCA response. 5.1.3. Various OCA correspondence via email. Action: GR to make available

		5.2. Business Arising: Nil
6	MEMBERSHIP	6.1. New member applications:  *?  6.2. Reinstatements:  • Michelle Cox  • Jim Blackmore  • Mrs Hawkins  Motion: That the new and reinstated memberships are accepted.  Moved: RA  2 <sup>nd</sup> : IT  AIF  Passed
7	REPORTS	<ul> <li>7.1. OCA – First review meeting scheduled 5<sup>th</sup> Nov. To be confirmed.</li> <li>7.2. CDP have made an impromptu visit and talked with RH re visit by Minister for Community Services.</li> <li>7.3 Asset maintenance – RH report <ul> <li>Hot water sorted at Community Hall.</li> <li>Replacing lights at volleyball and cottages</li> </ul> </li> <li>7.4 Parks and Gardens <ul> <li>Michelle in place till end of contract. Doing great job. Recommended that her employment be extended. Agreed.</li> </ul> </li> <li>7.5 Projects <ul> <li>Grader shed proceeding – floor prepared for concreting which has been delayed. Otherwise completed for acquittal.</li> </ul> </li> </ul>
8	GENERAL BUSINESS	8.1 Caravan and Campground - Issues around long-term stays. GR has talked to the prospective resident who RA had raised concerns about re her security – assured that she does not feel threatened or unsafe. RH followed up with another long-term stayer and is satisfied that the issues are contained and unthreatening. Doing odd jobs at the campground but intentions re residing there unclear. Need to confirm with him that there is no provision for long-term residency at the campground.  8.2 Signage – interpretive/road update  Stuart Highway. In-house design working well  Interpretive signage – cottages. In process with Pirie Signs. Two print runs necessary. Some errors need fixing – so those signs will be printed later.

		<ul> <li>8.3 Major Events –</li> <li>October Long weekend – events progressing – Fri BBQ, Sat family fun day, working with R Williams on 'Frankly Elvis' Sat night, and Bingo on Sun.</li> <li>Proposed Rock Concert - 21<sup>st</sup> March Community Cottages. Local Band. Could be a big crowd.</li> <li>First year of 'Decade by Decade' – 1930's. Official Launch proposed Easter 2020 with 1930's Ball – organizing group needed.</li> </ul>	
9.	NEXT MEETING:	9.1 Committee Meeting 10 <sup>th</sup> September - OCA in attendance to progress budget arrangements and new arrangements around parks and gardens etc  9.2. Ordinary committee meeting – scheduled for 24th September. To be confirmed.	Action: GR to follow up with committee to confirm the date

ivieeting closed at 9.00pm

Signed:

\_\_\_\_, Chair

Date: 24 , 9 - 2019