

Cadell Community Tourism Association Special Meeting Minutes

28th May 2018

I. Welcome

Jason welcomed members and visitors and opened meeting at 6:01pm on 28/5/18 at Cadell Institute.

II. Attendance

Jason conducted a roll call. The following persons were present: Jason Lukacs, Angela Lukacs, Danny McGurgan, Jia McGurgan, Diedre Maddigan, Trevor Higgs, Kevin Saunders, Joy and Peter Coad, John Maddigan, Rob Smyth, Dakota McGurgan, Jock Gordan

Apologies were submitted by: Kevin Meyers (Mid-Murray Council), Paul (Caravan Park), Ros Meyers, Cheri Layton, Di Hausler

III. Approval of minutes from last meeting

Jason asked if minutes from previous meeting were true and correct as emailed to members.

Minutes submitted by: Angela Lukacs

Minutes approved by: Danny McGurgan; Dee Maddigan

IV. Business Arising from Minutes

- a) Constitution –Angela rang and checked for any lodged amendments – last lodgement was 2003. Process to lodge changes to constitution – complete and submit Form 6. Public Officer needs to be updated also.

Motion: Danny made motion to change Constitution wording for numbers of committee members required to “from 6 to up to 12” and update Public Officer information.

Moved: Jia McGurgan Seconded: Angela Lukacs All in Favour

V. Correspondence

- a) Email correspondence with Libby Green and Glen Weinert re: Centenary; Tamara McCarl re: 2019 Government Diary (cut off for submission is 30 June)
- b) Information from Bank re: updates to account requirements
- c) Angela spoke to Sandra Schober from Rivergum Cruises regarding tourist information flyers to be delivered to local locations (Caravan Park, Op Shop, Barnett’s Store)

VI. Finance Report

- a) April Bank Statement Balance: \$14758.96 Current Bills approximately \$1000 to be paid.

Report Submitted by: Dee Maddigan

Report Approved by: Danny McGurgan; Jia McGurgan

- b) Bank Account information needs to be updated due to new regulations regarding signatories. Options are: change to only 1 signatory OR keep 2 signatories with 2nd signatory needing to verify (via mobile device) all transactions.

Motion: Danny made a motion to change to 1 signatory (Treasurer) with caveat that they will get approval for all accounts/bills over \$500 from another Board Member (Vice Chair)

Moved: Dee Maddigan Seconded: Trevor Higgs All in Favour

VII. Reports

- a) Caravan Park – Paul not available.

- i) Angela spoke to couple recently that stated it was beautiful park. Also heard that park had the “best amenities” a vast traveller had seen.
- ii) Jason requested from Rob Smyth (Cadell Club Chair) information regarding menu for display at park.

- b) Op Shop – Joy submitted attached report

- i) John Madigan would assist with removing non-saleable items.
- ii) Angela said that if no volunteer staff member can take over creating the rosters, she would assist.
- iii) Angela to get quote for badges and source smocks. Angela to coordinate with Joy for list of volunteer names.

Motion: Angela made a motion for name badges and a couple of cover smocks be purchased for Op Shop volunteer staff uniform.

Moved: Danny McGurgan Seconded: Jia McGurgan All in Favour

- c) Heritage Centre – Angela is opening centre monthly with at least 1 – 2 visitors attending each month.

- i) Recent visitors were locals (from Waikerie and Cadell) interested in Centenary
- ii) Some items in shed to be moved into Centre. Angela would like local artists to display in back room. Any tourist information to go there.

VIII. New Business

- a) Mid Murray Council News – not available as Kevin and Di at Morgan Neighbourhood Watch meeting
- b) Volunteer/Sponsor BBQ – invitations have gone out to volunteers and Harvest Festival Sponsors. No responses as yet.
- c) Centenary 2019
 - i) Survey has been disseminated to locals (via PO boxes and at Cadell Club) requesting input of ideas and anyone interested in joining sub-committee. Group to meet soon with Angela to coordinate. Rob Smyth would like to have Cadell Club involved. Jason suggested CCTA coordinate all events and local groups/businesses join sub-committee.
 - ii) Ideas include: horse and cart rides from oval to Heritage Centre or Institute – Libby is happy to be in period costume; Play/theatre event; gala dinner; Picnic Fair at Oval; History Day at School
 - iii) Time line – Angela would like an event in May to correspond with History Month especially something for children and families, and another event in September which is when the centenary is. Danny suggested a weekend of events to encourage tourists.
- d) Men's Shed – Trevor has been investigating what is needed to open the Men's Shed using shed at Heritage Centre which is currently housing some equipment from last attempt to get this up and running.
 - i) Trevor in talks with Men's Shed Inc. It is to be a 'Men Only' shed for support reasons.
 - ii) Equipment such as hand tools will be needed. Trevor to look into sponsorship and grants.
 - iii) Volunteers can count this as Centrelink requirements.

Motion: Angela made a motion that a Men's Shed group becomes a sub-committee of CCTA.

Moved: Trevor Higgs Seconded: Danny McGurgan All in Favour

- e) Key/Asset Register – Angela to create new register and all keys are to be accounted for. Jason took Institute key from Barnett's Store as we should be handling Institute bookings.
- f) Tagging & Testing – need to get electrical equipment tagged. Council should cover Caravan Park and Institute. CCTA responsible for Op Shop and Heritage Centre. John Maddigan to get contact from Waikerie Men's Shed

- g) Institute Ceiling/Office – Trevor repaired water leak but need to go through Council insurance for repairs to ceiling. Jason found 2 filing cabinets at Heritage Centre and will move one to Institute Office for storage and filing of CCTA paperwork.
- h) Tourism Flyers – Angela would like a decision on which Caravan Park flyer to go with. Jai commented that we will need to be sure about Harvest Festival information – Angela to update. Angela also created new flyer for Heritage Centre and brought to show. Angela will get quote for printing flyers.
- i) Other Business: Jason went around room. Danny suggested that Mrs Judith Gordan be contacted for Centenary Sub-Committee.

IX. Meeting Closed

Jason adjourned the meeting at 7:01pm

Next Meeting: date to be confirmed

Op Shop Report – 28/5/18

Presented by Joy Coad

- Income:** Banked \$2384.70 since Jan 2018
- Expenses:** Total: \$101 approximately. \$50 petty cash to be kept onsite.
Purchases include coat hangers, plastic baskets, mannequin heads, clothes rack, cold drinks, water, tissues, etc.
- Activities:** Two (2) Cadell Op Shop signs have been repainted. One (1) has been put on display before Hodges Road corner.
- Stock:** 12 boxes of clothing have been donated and delivered from Waikerie. Joy has been in contact with Loxton Op Shop and they can supply us with stock if needed.
- Issues:** Unsaleable items have being given to the Op Shop – bike, chairs, walking frame, etc. These will need to be disposed of. Occasionally some household rubbish is put into the bin. Also, some things are taken out of the bin.
- Rosters:** Lyn Barnwell has been doing the rosters but has moved to Waikerie and is currently in hospital. Joy will ask volunteer staff if someone can take over doing the rosters. They will need a computer and printer.
- Grow Cart:** Unfortunately, this project has been abandoned due to no support.
- Uniform:** Angela suggested a uniform for volunteer staff, like that of Waikerie Rotary Op Shop staff. Joy thinks a name tag and slip-over cover smock would be better than a polo shirt.