

# Scotland Island Residents' Association



## Minutes of Committee Meeting

**Date:** July 19, 2015  
**Venue:** Community Hall  
**Present:** Phil Pryor, Bill Gye, Cass Gye, Marie Minslow, Roy Baker, Hubert van Mierlo, David Hegarty, Emmie Collins, Iza Foster, Shona Forsyth, Sharon Kinnison, Ian Laughton – Smith  
**Not Present:** Rachel Carter  
**Observers:** Paul Kinnison, Tim Jacobs  
**Opening:** Meeting opened at 10:10 a.m.

Item	Title	Tabled Documents / Actions
1.	<b>WELCOME AND INTRODUCTION</b>	
2.	<b>DECLARATIONS OF INTEREST</b>	
	Cass Gye (CG) is Emergency Water Monitor; CG and BG are members of the Pittwater Point Community Projects Association.	
3.	<b>PREVIOUS MINUTES</b>	
	Minutes of the meeting of 19 July were tabled and accepted  <b>Matters arising:</b> Hall: GB & HvM, seek quote for purchase and installation of a projector, pull down screen.  CG: Ask Council if they are prepared to pay for a projector and screen Prepare proposal for ADSL	<a href="#">SIRAC Minutes May 31st 2015 Final</a>  <b>Actions:</b> As per minutes
4.	<b>TREASURER'S REPORT</b>	
	CG tabled report. No questions were asked. <ul style="list-style-type: none"> <li>Discussion whether SIRA should pay for 3 'visitor' spots at Tennis wharf for the Tennis User Group (TUG). Decision was to continue to pay.</li> <li>Honorariums: These should be reviewed. Until reviews are complete, payments should continue. <ul style="list-style-type: none"> <li>Community Vehicle: no longer needed</li> <li>PON: CECS to review and recommend</li> <li>Hall: Hall group to review and recommen</li> </ul> </li> </ul>	<a href="#">Treasurers Report 19 07 15</a>  <b>Actions:</b> SIRA will again pay 3 x \$120 for TUG  CECS and Hall group to review and recommend honorariums
<b>MAJOR WORKING GROUP MATTERS (DISCUSSION/DECISION NEEDED)</b>		
5.	<b>Roads and Drainage</b>	
	Report was tabled and accepted.  <b>Works are underway</b> with the extra \$285k funding council obtained from Rob Stokes. Rob Stokes called CG who to thanked him for the funding. Letter is being drafted. A meeting with Paul Davies of PWC will be organised (TJ, CG and SK) to discuss progress and the hair-pin situation.	<a href="#">R&amp;D Report July 2015v3</a>  <b>Actions:</b> Meeting with PWC
6.	<b>CHURCH POINT</b>	
	<b>BG tabled the report</b> <ul style="list-style-type: none"> <li>Discussion occurred regarding 4 issues: the recent</li> </ul>	<a href="#">Church Point Working Group Report - July 2015</a>

	<p>alternative plan, the status of the approval of the existing plan; the Demand management issue; and Council’s recent proposal for the future fees to be \$500.</p> <ul style="list-style-type: none"> <li>• The actions to address these are to in the Action column</li> <li>• The proposal for different levels of fees for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> vehicles and higher fees for non-local residents was discussed. As these have financial implications for our residents we would need to seek support for these through a survey.</li> <li>• SIRA to respond to recent letters from BVCPRA and CPF</li> <li>• SIRA to meet with one or more councillors to discuss our current issues and to seek support for the demand management proposals previously outlined in the joint association letter</li> <li>• The Committee agreed to send a letter to Council to propose that Car Park Permit applications add a number of extra questions to get a better understanding of who buys the permits and that it take place online</li> <li>• Recommendations made in the CP Report adopted</li> </ul>	<p><b>Actions:</b>  Letter to Council  Letters to BVCPRA and CPF  Distribute Fees Paper  Meet with one or two Councillors to discuss current issues and seek support</p>
<b>7.</b>	<b>COMMUNITY VEHICLE</b>	
	<p>BG welcomed Angela and Lawrie from Easy Transport Manly Warringah Pittwater to the meeting.</p> <p>DH tabled the report which was accepted.</p> <p>The lease of the vehicle will be transferred to ETMWP.</p> <p>A discussion followed. ETMWP can compete with public transport and could run a shuttle bus between Church Point and Mona Vale, something we could look at in the future.</p>	<p><a href="#">CV Report July, 2015</a></p> <p><b>Actions:</b> DH to send out an announcement to the community (Email / PON / Facebook / Website).</p>
<b>8.</b>	<b>FINANCE, MEMBERSHIP &amp; INSURANCE / COMMUNICATION &amp; COMMUNITY ENGAGEMENT – MEMBERSHIP SYSTEM</b>	
	<p>Reports tabled.</p> <ul style="list-style-type: none"> <li>• Introduction of new system happened without incidents</li> <li>• 158 members renewed. Reminder will be sent at the end of July</li> <li>• GST registration continued.</li> <li>• Boyd will assist with the upgrade of MYOB.</li> </ul> <p><b>Motion:</b> Proposed CG, Seconded HvM:  “That Boyd Attewell be appointed as a Committee member of SIRA as from July 19 and be given full access to the accounts and banking records for the purpose of setting up the new online account system.”</p> <p><b>Boyd Attewell was appointed to the Committee as ordinary committee member under the constitution provision of section 13 (4).</b></p>	<p><a href="#">Finance Membership Insurance Report July 2015</a></p> <p><a href="#">18 Jul 2015 Payments Report Scotland Island Residents</a></p>
<b>9.</b>	<b>OTHER WORKING GROUP AND SIRA SERVICES MATTERS</b>	
	<p><b>Waste Management:</b> Further discussions with Council regarding pick up volumes and extra green collections,</p>	<p><a href="#">Waste Management Report July, 2015</a></p>

<b>OTHER BUSINESS</b>		
<b>10.</b>	<b>GREEN WASTE AND E-WASTE PICK UP</b>	
	A green waste pick up took place but there was no announcement. We would like to see e-waste collection.	<b>Action:</b> CG and HG to discuss with Council
<b>11.</b>	<b>COMMUNITY BUILDING PARTNERSHIP GRANT UPPER ELSIE</b>	
	Not discussed.	
<b>12.</b>	<b>60TH ANNIVERSARY</b>	
	EC: Will organise a biggish event for all people. Target dates November.	EC: Follow up with ideas - CECS
<b>THERE WAS NO OPEN DISCUSSION SESSION AS ALL OBSERVERS HAD LEFT</b>		

Meeting closed 1:07 pm, Next meeting August 16, 2015

## ROLLING TASK LIST

Task/topic	Subcommittee or person responsible	Initiation date	Last Update
Seek quote for purchase and installation of a projector, pull down screen  Ask Council if they are prepared to pay for a projector and screen Prepare proposal for ADSL	BG and HVM  CG	Sept 21, 2014	Held over
Prepare communications membership system and renewals	CECS	May 31, 2015	<b>DONE</b>
Prepare marketing and strategy for General Meeting 28 June	CECS	May 31, 2015	<b>Done</b>
Review honorarium PON proprietor	CECS	July 19, 2015	
Discuss ideas for SIRA event for 60 <sup>th</sup> anniversary later in the year	CECS / EC	May 31, 2015	WIP
Review membership database and remove private data.	CG	Jan 18, 2015	31/05/2015: This needs to be completed by 9/6/2015 <b>DONE</b>
<b>Pay TUG</b> 3 x \$120 for visitor berths	CG	July 19, 2015	
Review accounting structure and processes	CG / Boyd Attewell	May 31, 2015	<b>WIP</b>
Prepare Community Communication (in collaboration with WPCA) needed to ensure having a community presence at the upcoming Council meeting	Church Point	April 19, 2015	<b>WIP</b>
Lobby for some degree of exclusivity for CP Permits parking in both the existing man carpark and in the proposed new car parking area.	Church Point	April 19, 2015	<b>WIP</b>
<b>See minutes above</b> Letter to Council Letters to BVCPRA and CPF Distribute Fees Paper Meet with one or two Councillors to discuss current issues and seek	Church Point	July 19, 2015	

support			
Send out an announcement to the community (Email / PON / Facebook / Website).	DH	July 19, 2015	
Bring cake to July 19 meeting	EC	May 31, 2015	<b>CLOSED</b>
Emergency water: material on water line: draft notice for PON	Emergency Water	June 29 2014	
Look into regular summary updates to membership of financial performance.	Finance and Membership	March 08, 2015	
Change membership fees Complete GST review and de-register if needed. Move to MYOB AccountRight Subscribe to annual plan WA Subscribe to annual plan 123Contacform Open PayPal Account Fine tune WA and run second trial Create email list and send out email for opt-in for non-cleaned addresses	Finance and Membership	May 31, 2015	<b>DONE</b>
Clarify issue of confidentiality	Governance	Sept 21, 2014	19/04/15, held over
Review honorarium Hall coordinator	Hall	July 19, 2015	
Respond/consider kayak racks proposal	Parks, Reserves, Wharves and Marine	April 6 2014	Jan 18, 2015, discussed:: Carol's group waiting for Cargo grant outcomE
Harold Reserve issue: Follow up issue of pathway to Carols Wharf with PWC. Circulate community update note.	Parks, Reserves, Wharves and Marine	June 29, 2014	19/04/15: held over
Provide updated Tree Preservation Policy for website to replace outdated information	Parks, Reserves, Wharves and Marine	Nov 2, 2014	19/04/15: held over
Prepare letter to PWC about deficiencies in wharf maintenance	Parks, Reserves, Wharves and Marine	Nov 2, 2014	19/04/15: held over

Discuss use of grant received for upgrading the upper part of the Elsie walking trail. SK said we should be cautious about opening up new areas for bush regeneration. Meeting still to be arranged between BG and SK and any other interested parties.	Parks, Reserves, Wharves and Marine	Jan 18, 2015	19/04/15: held over, but grant to be accepted
Create a proposal for dog management, including an off-leash area and provision of dog poo bags	Parks, Reserves, Wharves and Marine	Jan 18, 2015	19/04/15: held over, RC to take up
Proposal to make island a cat-free zone	Parks, Reserves, Wharves and Marine	Jan 18, 2015	19/04/15: held over
Discuss issue of buggies in the park	Parks, Reserves, Wharves and Marine	Jan 18, 2015	19/04/15: held over
Discuss and potentially suggest a new name for this group	Parks, Reserves, Wharves and Marine	March 08, 2015	19/04/15: held over
Document ideas around meeting processes	Phil Pryor		
Review insurance policy	RB	May 31, 2015	<b>DONE</b>
Finalise water sale agreement	RB	May 31, 2015	<b>DONE</b>
Fire trail issues: Decide on action on road to top of island	Roads & Drainage	April 6 2014	Jan 18, 2015, held over (WIP)
Prepare political draft strategy for funds the on-going road and drainage maintenance	Roads & Drainage	Sept 21, 2014	19/04/15: held over