

Scotland Island Residents' Association



Minutes of Committee Meeting

Date: January 18, 2015
Venue: Community Hall
Present: Bill Gye, Judy Readman, Cass Gye, Shar Jones, Adrian Matthews, Tim Turpin, Carol Floyd, Shona Forsyth, Sharon Kinnison
Apologies: Tanya Costin, David Hegarty, Jenny Frazer, Hubert van Mierlo
Observers: Boyd Attewell, Michael Greenaway, Heather Greenaway
Opening: Meeting opened at 10:10 a.m.

1. WELCOME AND INTRODUCTION

2. DECLARATIONS OF INTEREST: Cass Gye (CG) is Emergency Water Monitor; CG and BG are members of the Pittwater Point Community Projects Association.

3. EMAIL CODE OF CONDUCT MATTER: Visitors were asked to leave the meeting while this matter was discussed. JR raised an alleged breach of both the Code of Conduct and the Email Code of Conduct.
ACTION: JR to communicate this to the person involved, and arrange a meeting involving the public officer, the persons involved and the Executive of SIRAC.

4. PREVIOUS MINUTES

4.1. Minutes from previous meeting: BG asked that section 9.1.2 be modified to read "that in regard to the funds received for the Community Building Partnership Grant that it may be possible to examine what flexibility there is in the grant usage."

5. TREASURER'S REPORT

5.1. CG tabled reports: *Treasurers Report 18 01 15 (2); SIRA Balance Sheet @ 31.12.14. SIRA P&L @ 31.12.14, SIRA Audited Financial Statements 2014 Activity Analysis.* CG called attention to the note in the *Treasurer's report* clarifying HvM's question of the previous meeting about funds available. Treasurer's reports accepted; CG was thanked for all the work she does to keep these up to date and accurate.

5.2. Outstanding action: Obtain quote for purchase and installation of a projector, pull down screen and ADSL wireless modem for internet use. **HELD OVER**

6. SERVICE REPORTS

6.1. Emergency Water:

6.1.1. Outstanding action: Audit of water line: **DONE** by CG; there is still some material on the line and residents/builders have been notified. There are also some trip hazards that will be attended to ASAP. Visitor (HG) thanked CG for her helpfulness re Emergency Water.

6.1.2. Outstanding action: Seek support to continue to carry out our funding agreement under the umbrella of a larger agreement. CG reported that a meeting has been set up with LG of PWC to discuss this.

6.2. Community Vehicle. Car lease now paid out: CG reported that Peter Baartz of PWC had agreed with her suggestion that, since the vehicle is still in good shape and running well, we should keep it until the warranty runs out (one more year); this will reduce expenditure on the lease and any associated costs will be on a 'do and charge' basis with Council.

6.3. Outstanding Action: Seek support to continue to continue with our funding under the umbrella of a larger organisation. CG reported that a meeting has been arranged with Pittwater/Manly Warringah Community Transport and Lindsay Godfrey, PWC.

6.4. Community Hall: Work continuing on the hall. No estimated time of finishing is yet available. Suggestion was made that existing hirers be contacted about the ongoing work.

7. SUBCOMMITTEE REPORTS

7.1. Parks, Reserves and Wharves and Marines. TT tabled *PRWM Report to SIRAC Jan 2015.*

- 7.1.1.Outstanding action:** consider kayak racks proposal. AM reported that there was a grant application to build kayak racks. Confirmation of grant still to come. SF reported that the Carol's user group will await the outcome of the Cargo grant before pursuing similar actions. **ONGOING**
- 7.1.2.Outstanding action:** JR to draft a compliance report using criteria of matters the community has complained about. **HELD OVER.**
- 7.1.3.Outstanding action:** Provide updated Tree Preservation Policy. **HELD OVER**
- 7.1.4.Outstanding action:** 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. **HELD OVER.**
- 7.1.5.Outstanding action:** Create a proposal for dog management, including an off-leash area and provision of dog poo bags. **HELD OVER**
- 7.1.6.Outstanding action:** Proposal to make island a cat-free zone. **HELD OVER.**
- 7.1.7.Outstanding action:** Take action on the issue of children's behaviour on beaches (fires, rubbish etc): revise letter by JK; draft support letter from SIRAC. SF has done some work on this. **ONGOING: AM AND SF**
- 7.1.8.Clean-up Australia:** SK would like this to be on the agenda of next PVRM. **ACTION: PVRM to discuss.**
- 7.1.9.CUG users group issues:** compliance not working. **ACTION: AM and JR to have a meeting with PWC about kayaks, boats on pontoon, repairs needed to pontoon.**
- 7.2. Finance, Membership and Insurance:** no formal report. Re information on database such as silent numbers: BG reported that CG will go through current database to remove those. (Database discussed further under Governance.) **ACTION: CG to review database and remove private data.**
- 7.3. Waste Management.** DH (prior to meeting) tabled *SIRAC WM Report for Jan 15 2015*.
- 7.3.1. Outstanding action:** Prepare community update note on changes to skips and jetties. **HELD OVER**
- 7.3.2. Outstanding action:** Continue to investigate the issue of vegetation pickups, chipping/mulching on island. See what happens on other islands e.g. Dangar. **HELD OVER**
- 7.4. Roads & Drainage:** no formal report.
- 7.5. Outstanding action:** Fire Trail issue: CG reported that PWC are doing a concept plan. **ACTION:** Continue discussion with PWC. SF reported someone had injured themselves on the road. BG urged people to complain using the official complaint form. CF urged the R&D committee to press PWC for solutions for this issue; currently access is very bad. **ONGOING**
- 7.6. Outstanding action:** Prepare political draft strategy for funds for ongoing road and drainage maintenance. **HELD OVER**
- 7.7.** CG reported that a meeting has been arranged with RMS, NSW Transport and PWC about registration of golf buggies and terrain vehicles.
- 7.8.** SK brought up parking of golf buggies in the park. **ACTION:** to be discussed by R&D.
- 7.9. Governance:** BG tabled report *Governance Sub-Committee Report January 2015*.
- 7.9.1. Outstanding action:** Prepare a privacy policy for SIRAC's approval. This has been done but there is one sticking point: the note saying that members can request that any part of their information will remain private and can only be used for specific purposes. Argument against is that there is a privacy policy and this should be sufficient protection. CG said that sometimes she has to contact people by phone in relation to Emergency Water, and people want their numbers to be only used for water. Meeting discussed and the suggestion that was made that any private numbers should be kept on a personal address book by the water monitors. **Meeting agreed that Version 6 (without note) be adopted.**
- 7.9.2. Outstanding action:** Clarify the issue of confidentiality. **HELD OVER**
- 7.9.3. Outstanding action:** Decide election vote distribution mechanisms. **DONE: BG** spoke about the election process: 1) nomination listing on website; 2) ballot paper order (six versions to be prepared; 3) agreed to remind voters of the need to vote for office-bearers as well as candidates for the committee; office-bearer candidates are not eligible to be office-bearers

unless they are also voted onto the committee; 4) Ian White to be returning officer; (CG requested that a sample ballot paper be sent out to SIRAC members; SK suggested that when sending out the communication notice of meeting an example be included); 5) official vote counters are BA, RB, CF; 6) voters to be offered the choice of paper ballot and using online system Simply Voting program. Voting method: preferential voting. **Meeting endorsed recommendation.**

7.9.4. Outstanding action: Design nomination form. **Principles agreed.**

7.9.5. Outstanding action: Prepare statement to inform nominees of relevant policies and procedures. **DONE**

7.9.6. Funding proposal for election needs to be sent through, but meeting agreed the expenditure.

7.10. Church Point: Car park coming up before PWC in February for implementation. Fees are still an issue; some people in PWC want to increase fees but SIRAC feels this is not necessary. BG called attention to the letter in the Manly Daily supporting the car park. There has not yet been a report from the consultant.

7.11. Water and Wastewater: JR tabled *DOC14 321304 - EPA response to SIRA re Scotland Island PSP final Jan.* BF tabled reports tabled by BG in relation to campaign *SIRA Call to Action Communiqué - January, 2015: SI Wastewater Q.* JR reported that EPA had responded to her letter to say that sewerage on the island was not their area of responsibility; they gave a name at IPART to contact: **ACTION:** meeting with this person to be set up ASAP.

7.11.1. Second communiqué is being sent out today; BG reviewed the attachment from the Sydney Water submission to IPART which said that the per property cost would be \$250,000. The document also suggests that outside contractors could be used, paid for by special funds and the cost would be \$75,000 per property. BG also reported that the references to giardia has been removed from the communiqué. **ACTION:** Issue communiqué.

7.11.2. Outstanding action: prepare community update note for PON etc. **DONE**

7.11.3. Outstanding action: Sewerage issue: Approach KK for quote and plan, including letter-writing campaign; call special meeting; conduct SIRAC email vote for budget if necessary. **DONE**

7.12. Community Engagement & Communications: HVM had tabled reports *CECS Report January 2015* and *WEBSITE MAINTENANCE TASKSv7* prior to meeting. Issue of proposal for new database discussed; meeting agreed to thank HVM for all the work he has put into this project, and to suggest that this proposal be put forward to the new committee once elected, along with a presentation of the current Access database.

7.12.1. Outstanding action: CG to send new constitution to website admins and to propose text to CECS for SIRA Communications. **DONE**

7.12.2. Outstanding action: Post new email policy on website. **DONE**

7.12.3. Outstanding action: Database proposal: HvM to liaise with CG to view and get a sample of data from current database. **DONE**

7.12.4. Outstanding action: investigate neighbourhood-care organisations that can provide service to check on elderly or infirm residents. **TAKE OFF ACTION LIST.**

7.12.5. AGM preparation: Where to hold meeting: Fire Shed agreed: Entrance via door; roller doors closed; CG, SK and JR agreed to work at the door. Catering: Agreed to get a quote from Lisa Atkins for a lunch – more than just sausages and rolls. Reports to be including as a summary report by BG rather than individual reports. BG asked for volunteers to pick up guests: Ron Barrelle will be collected by Water Taxi. Ian White will pick up Rob Stokes.

7.13. Island Vision: no formal report tabled.

7.13.1. Outstanding action: SJ to prepare a post to encourage community comment on the Island Vision document.

7.14. AOB: Outstanding action: prepare proposals for SIRAC 60TH year anniversary SIRFB and SIRA **ONGOING**

Meeting closed 12:45 pm

Next meeting AGM Feb 8, 2015

SIRAC Meeting January 18 2015