

Oaks Estate Progress Association

**Minutes of a special OEPA Committee meeting re the Community Hall,
held at the Hall, Oaks Estate, 7.00pm, Thursday 6 June 2013.**

Present. Karen Williams (Chair), Alex Saeck, Michel Starling, Ewan Maidment.

Apologies: Judith Saeck, John Bruggeman.

Minutes of previous meeting. Moved Alex, seconded Michel, that the minutes of the meeting held 2 May be accepted. Carried.

Matters arising

1. Master Plan. Karen reported that draft options are likely to be available next month (July), but the final plan will not be completed until 2014.

- A meeting was held with Gai Brodtmann on 9 May.
- Gai supported the OEPA developing a catalyst project.
- A design brief for the catalyst project will be required.
- The University of Canberra may be able to give assistance drawing up the plans.
- Stake holders will need to be organized to support the initiative.

3. River rehabilitation. The Planting Day, Sunday 5 May, was attended by about 20 people from the Molonglo Catchment Group and the OEPA. About 300 trees, shrubs and grasses were planted mainly on the Southern side of the river. Karen is holding some trees and grasses that were left over. The OEPA has been advised to report cattle straying over planted areas along the river to Canberra Connect, cc Gary Biles.

5. Constitution. The AGM unanimously endorsed the proposed changes to the OEPA constitution and Ewan has submitted the new rules to the ACT Office of Regulatory Services for approval.

6. Fund raising: Centenary celebrations.

Michel reported on the two proposed projects he had discussed with the Centenary Team:

- We still need a proposal for a creative event; possible \$1,000 funding; deadline next couple of months. The insurance issue would have to be considered.
- *Unmade Edges* – The ACT Government has called for tenders to produce *Portrait of a Nation: Unmade Edges* (Request for Proposal No. 22328.110) – tenders to be lodged by 14 June. Ewan to check whether the OEPA can lodge a tender.
- Bob Ross (Pialligo) is organizing a second meeting of reps of ACT combined villages. Michel will contact Hall and (Val Jeffrey - Tharwa) to encourage their participation.

7. Queanbeyan Local Environment Plan (LEP) – Railway lands. Karen to talk to Petra (ESDD) re contacting the Cross Border Co-coordinator.

8. Communications strategy.

- Both blackboards need to be replaced.
- Terry and Ewan have erected a letter box for OEPA mail outside the Community Hall. Karen and Ewan have the keys.
- Expenditure on publications needs to be acquitted against the ISCCC grant (Keep a hardcopy of any publications to give to ISCCC). Ewan to forward receipts to Alex.
- Michel to revise formatting for the OEPA newsletter.
- Terry's work maintaining and updating the website greatly appreciated. Search for grant to improve the OEPA website – compare the ISCCC website.

Financial Report. Alex reported no change in the financial situation.

Community Hall. A MoU between the OEPA and Southside Community Services re management and maintenance of the Oaks Estate Community Hall drafted by SCS was tabled. The meeting

- asked for clearer definitions of tasks and duties to be undertaken by the OEPA
- suggested that the OEPA commit to a set number of hours per week
- observed that 12.5% of new hirings was too low
- noted that the work expected of the OEPA would be in response to all hirings, not just new ones

It was noted that the draft MoU requires the OEPA to bear the cost of volunteer insurance for its members. Ewan tabled a quotation for voluntary workers' insurance from Ace Insurance (referred from the NSW Council of Community Services – NUCOSS) – annual premium \$531.69, plus \$165.00 broker fee. Karen agreed to check an ACT Government Scheme for not-for-profit organisations.

Ewan to draft a reply to Lyn Diskon asking for more specific lists of expectations for each of the tasks which the OEPA would undertake so that we can work out time required and costs.

Ewan to write to Lyn Diskon (SCS) asking for a draft MoU for the Committee to consider.

Community Garden. A COGS convenor for the garden needs to be appointed before 1 July.

Karen to meet with NGOs (St Vincent de Paul – including Gordon, their garden convenor, Woden Cmty Services, Southside Cmty Services, Canberra Organic Gardeners) 2-4pm Wed 12 June.

A subsequent meeting may involve City Farms. The OEPA is looking for Ministerial support and a grant through Community Services.

Bede Tongs Memorial Plaque. Garry Tongs met Ewan and Berna on 28 May.

Garry was supportive and agreed to a plaque commemorating the land granted to the community by Bede and recognizing Bede's community spirit and leadership.

- We still need to locate an appropriate boulder.
- Government permission may be required – Dept of Housing and Cmty Services.
- Michel will talk to ACT Heritage.
- The RSL, and possibly DVA and the Tradies Club, should be contacted.

Other business

- Graffiti. Email received from Peter O'Dea asking for OEPA action re offensive graffiti. Karen reported that the owner is happy for the graffiti to be deleted so long as it does not cost him anything.
- Bus shelter, Hazel St – timber rotting. Ewan to report to TAMS. Michel to report to ACT Heritage.
- Complaint about OEPA use of the Hall after the AGM and tree planting received by SCS from chap running Aikido classes. It was noted that both OEPA events had been held outside the Hall. We left no rubbish and in fact removed rubbish found in the kitchen.

There being no further business the meeting closed at 10.05pm.