

Oaks Estate Progress Association

Meeting Minutes

Date: 13 April 2010

Location: 35 William St Oaks Estate

Minute Taker: Secretary

Opened: 0830pm

Closed: 0925pm

Attendees:

Michel Starling

Caitlin Buxton

Peter O'Dea

David Turnbull

Alex Saeck

Judith Saeck

Apologies:

Sheila Mann

Agenda Items:

Committee Nominations for Office Bearers

Discussion: Discussion about nominations for unfilled office positions in the OEPA.

Decisions: Tina Hill nominates Peter O'Dea for office of OEPA President
Peter O'Dea accepts
Michel Starling seconds
Alex Saeck nominates Judith Saeck for position of OEPA Treasurer
Judith Saeck accepts
Cailin Buxton seconds

Action Item: Nil

Responsible: Nil

Housekeeping and OEPA Administration

Discussion: Discussion about old OEPA documents and records and how and where they should be stored.

Some suggestions of digitising documents or purchasing a fire proof safe.

Decisions: Ascertain how much there is
Outgoing Treasurer to hand-over minutes to Secretary
Outgoing Treasurer to hand-over financial statements and documents to Incoming Treasurer

Action Item: **Peter O'Dea to get access to the hall to ascertain how much documentation there is.**
Tina Hill to get a hand-over of historical minutes from Cailin Buxton

Judith Saeck to get a hand-over of historical financial documentation from Cailin Buxton.

Discussion of archival options to be added to the next committee meeting agenda

OEPA Community Contact

Discussion: Discussion about how community members are able to contact members and office bearers of the OEPA to discuss community matters.
Discussion about getting a PO Box.
Discussion about this being previously investigated and costed at approximately \$130 per year. Cailin Buxton registers her protest at waste of \$130 per year based on the limited amount of correspondence received by the OEPA.
Discussion about creating an email address for the OEPA
Discussion about creating a website
Discussion about providing a postal address and telephone contact number.
Discussion about concerns for personal security are raised with regard to using committee members personal addresses and telephone numbers

Decisions: OEPA to maintain a postal address for community contact
OEPA to offer a mobile telephone contact number
OEPA to create an email address
OEPA to investigate a FACEBOOK account

Action Item: **Judith Saeck volunteers her personal address as an interim measure – 18 Florence Street Oaks Estate.**
Peter O’Dea offers his mobile number as the primary contact number for the OEPA.
Peter O’Dea to create an email address for the OEPA
Tina Hill to investigate a FACEBOOK site for the OEPA
Considerations for the FACEBOOK site including naming convention to be added to the agenda of the next OEPA committee meeting.

Stanhope Visit

Discussion: Michel Starling advises that Jon Stanhope will visit the Oaks Estate Community Hall at 0930am on 11 May 2010. Minister Stanhope will be availing himself for discussion about the Progress of Heritage Planning in Oaks Estate.
Discussion about inviting the Greens Minister to the Stanhope visit
Discussion about advertising Jon Stanhope’s visit to the community and opening the visit up to community attendance.

Discussion about inviting Mr Mark Whittaker to the Stanhope visit
Discussion about inviting Karen Williams to the Stanhope visit
Decisions: Green’s minister will not be included in the Stanhope visit
Stanhope visit to be limited to OEPA committee and guests in order to prevent individual high-jacking of the discussion agenda

Action Item: **Cailin to invite Karen Williams to the Stanhope visit**
Issues for discussion at the Stanhope visit to be confirmed at the next OEPA committee meeting
Next OEPA committee meeting date changed to 4 th May 2010 to facilitate preparation of Stanhope agenda.

Rubbish on the Mobil Block

- Discussion: Discussion about David Turnbull updating the Greens Minister about the rubbish on the old Mobil block.
David has received advice that the rubbish will be removed, the broken locks and gates will be repaired and the underground tanks will be drained. No time frame is specified for these activities however, David offers the name and number of the contractor responsible. Nikki Maksimovic 0418 965 242.
Discussion about the lack of footpaths and bicycle tracks around Oaks Estate and how dangerous travelling on foot or by bicycle can be as a result.
- Decisions: OEPA agree to wait 1 to 2 months before contacting the Greens Minister once again to discuss environmental issues around Oaks Estate.
- Action Item:

New Treasury signatories

- Discussion: Cailin raises the issue of changing the signatories for OEPA funding.
- Decisions: AGM minutes are required
- Action Item: Tina Hill to complete AGM minutes
Judith Saeck and Peter O’Dea to arrange change over of signatories.