

BMS Committee Meeting Minutes

Meeting held at: Sandringham Yacht Club

Date: 15/05/18

Meeting Opened: 10:00 am

Meeting Closed: 12:00 PM

Chairman: John McCarthy

Attendees:

J. McMahon, D. McDonald, J. Knight, J. Parkinson, C. Rosa, I. Crothers, J. Knight, A. Jones, J. McCarthy, A. Holiday, K. Power, K. Hilton

Apologies: D. Hill, P. Crompton,

Guests: P. Keenan, G. Kyriacou

Item 1. **Confirmation of minutes of previous meeting.**

The minutes of the meeting held on 9/1/18 were previously distributed.

It was proposed that the minutes were a true and correct record of the proceedings of the previous meeting.

Moved: J. Knight
For: 12
Outcome: Passed

Seconded: I. Crothers
Against: 0

Item 2. **Financial Report**

The Treasurer, Kelvin Power, provided a financial report as of 31/04/18. Total cash assets include \$8343.84 (Cheque Account), \$200.00 (Petty Cash), and \$695 (Trade Debtors)

It was proposed that the Treasures report be accepted.

Moved: J. Parkinson
For: 12
Outcome: Passed

Seconded: J. McMahon
Against:0

Item 3 **Outstanding Items from previous meeting**

Dust Extraction System

John McMahon confirmed that the council have appointed a contractor to supply install and commission a dust extraction system. The installation schedule has yet to be issued to the shed. The council have advised that they will undertake additional shed mods and maintenance. Typically, these will involve kitchen and saw room floor modifications as well as electrical and plumbing mods.

Given the new dust extraction system will render the old, individual, systems obsolete, it was proposed that the old units be offered for sale to shed members and other sheds. In addition, it was further proposed that the shed investigate the purchase of a portable unit to be used in conjunction with hand held sanders etc.

Action: John McMahon to follow up progress with council. Don McDonald to investigate the cost and availability of portable dust extractors/collectors.

Moved: J. Parkinson
For: 12
Outcome: Passed

Seconded: J. Knight
Against:0

Storage Room

John Knight advised that the work has reached practical completion. However, on going work will be required to accommodate additional equipment.

Closure of Brighton Mens Shed

It was generally accepted that the integration of the Brighton members has been successful. Previous Brighton Members regularly attend shed sessions.

Portfolio Assignments

John McMahon advised that portfolio assignments are now in place and functioning efficiently.

Item 4 **Proposed New Committee Member (Gary Kyracou)**

As it would be necessary to hold a special general meeting of all members it was proposed that we delay Gary become a committee member until the next AGM in Dec 2018.

However, he will be provided with a key now. It is not a prerequisite to be a committee member to be a key holder.

Moved D. McDonald
For: 12
Outcome: Passed

Seconded J. McMahon
Against:0

Item 5 **Lodgment of Shed Code of Conduct with Consumer Affairs Victoria.**

Peter Keenan advised that model rules lodged with CAV need to include a statement of purpose. Our model rules lodged with CAV do not include a statement of purpose. Prior to lodgment the rules, including the SOP, need to be presented to all members and voted on at a special general meeting. Provided 75% of the vote is in favour, then the SOP can be incorporated in the model rules and lodged with CAV.

It was proposed that John McCarthy prepare the documentation and present it to all members at the next AGM who in turn will be required to vote on its acceptance and inclusion in the shed's rules.

Moved: J. Knight
For: 12
Outcome: Passed

Seconded: J. Parkinson
Against:0

Item 6 **Project Activity**

Peter Ewers provided a status report on project activity as detailed below:

- | | |
|-------------------------------------|---------------------------------|
| • Picture Frames Sandy Beach Centre | Complete |
| • ANZAC sign | Complete |
| • Printer Table | Complete |
| • Planter Box Sandringham Lions | Awaiting instruction to proceed |

Item 7 **Membership**

The secretary, John McCarthy, advised BMS currently has a total of 68 members.

Item 8 **IT Developments**

John McCarthy advised that I.T. hardware and software is now installed and commissioned. In addition, office modifications are now complete. Further development of the system will be reported on as it occurs.

Item 9 **Other Business**

9.1 **Christmas Party**

Don McDonald advised the Christmas Lunch and venue has been booked as detailed below:

Date: Tuesday 4th December

Location: Cheltenham Golf Club

9.2 **Update Inventory**

It was generally agreed that our equipment inventory needs to be updated and revalued.

Action: John Knight to arrange

9.3 **Major Equipment Purchases**

It was suggested that we consider the purchase of several items (Scroll saw, New router and router table, replacement compound mitre saws.

It was proposed that a subcommittee (D.McD, J.P, J.K.) be formed to review equipment requirements and present findings to the committee.

Moved: J. McMahon
For: 12
Outcome: Passed

Seconded: I. Crothers
Against:0

9.4 **Additional social activity**

Given the size of the membership it was generally agreed that members should be given additional opportunity to meet and get to know each other at a social level both at the shed and in other locations.

It was proposed that John Parkinson coordinate this activity as part of his current role which involves organizing the shed BBQs

Moved: J. McMahon
For: 12
Outcome: Passed

Seconded: J. McMahon
Against:0

John McCarthy Secretary

Date: 16/5/18