

BMS Committee Meeting Minutes

Meeting held at: Sandringham Yacht Club

Date: 09/01/18

Meeting Opened: 10:00 am

Meeting Closed: 12:00 PM

Chairman: John McCarthy

Attendees:

J. McMahon, D. McDonald, J. Knight, J. Parkinson, C. Rosa

P. Crompton, J. Knight, D. Hill, A. Jones, J. McCarthy, A. Holiday, K. Power

Apologies: I. Crothers

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

The minutes of the meeting held on 24/10/17 previously distributed to all Committee Members were read allowed to all attendees

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

Moved: J. Knight

Seconded: J. Parkinson

For: 12

Against: 0

Outcome: Passed

Item 2. **Financial Report**

The Treasurer, Kelvin Power, provided a financial report as of 31/12/17. The surplus at that time amounted to \$4749.74, with the bank balance being \$6343.16

It was proposed that the Treasures report be accepted.

Moved: P. Crompton

Seconded: A. Holiday

For: 12

Against:0

Outcome: Passed

Item 3 **Outstanding Items from previous meeting**

Shed Modifications etc.

John McMahon confirmed that the council were unsuccessful with their State Govt. grant application for building works. However, funds are available for dust extraction augmentation and floor resurfacing.

It was proposed that John McMahon confirm our requirements and timing with council.

Moved: J. McCarthy

Seconded: D. McDonald

Outcome: Passed

Item 4 **Project Activity**

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

- | | |
|--------------------------------------|----------------------|
| • Mount Scopus - Cubby House | Approved to proceed |
| • St John Kindergarten -Sand Pit Box | Approved to proceed |
| • East Beaumaris Kinder- Mud Kitchen | Awaiting instruction |
| • Surprise Boxes | On going |

Item 5 **Membership**

The secretary, John McCarthy, advised BMS currently has a total of 70 members.

Item 6 **Storage Room**

John Knight provided an update on the status of the storage room reorganization. It was proposed that:

- Development of the colour coding system continue.
- Where possible standardize on Ryobi cordless tools
- Purchase an extra Ryobi power docking station
- John McMahon to review excess equipment with a view to their future use.

Moved: D. McDonald

Seconded: C. Rosa

For: 12

Against: 0

Outcome: Passed

Item 7 Closure of Brighton Mens Shed

John Knight advised that the Brighton Men's Shed cannot operate from Brighton Grammar for at least 2 years. There have been several discussions related to the Brighton group future meeting location.

It was proposed that we offer the members of the Brighton Shed the opportunity to join the Beaumaris Shed.

Moved: D. McDonald

Seconded: D. Hill

For: 12

Against: 0

Outcome: Passed

Item 8 Portfolio Assignments

John McMahon proposed that responsibilities be allocation to individual committee members in accordance with the attached schedule.

Moved: J. Parkinson

Seconded: J. Knight

For: 12

Against: 0

Outcome: Passed

Item 9 IT Developments

David Hill advised that 4 note book computers have been donated to the shed. Three are required for shed activity and one has been sold to a shed member. Proceeds received from the sold unit have been used to finance the purchase of software licenses.

Given the complex nature of the subject, it was proposed that John McCarthy meet with prospective users and finalise procedures etc before the new computers are put into use.

Items typically requiring attention are:

- Office layout
- Internet access
- Email handling
- Security
- Cloud Storage

Moved: J. Parkinson

Seconded: J. Knight

For: 12

Against: 0

Outcome: Passed

Item 10. **Events program**

John McCarthy provided an events program for the 2018 year.

Item 11. **Insurance Members - Joining after end Oct.**

It was proposed that those new members who join and pay fees after 31st Oct will not be required to pay insurance that falls due in Feb of the next year.

Moved: J. McCarthy

Seconded: J. Knight

For: 4

Against: 8

Outcome: Defeated

Item 12. **Bank Signatories**

It was proposed the new Treasurer, Kelvin Power, be authorised to operate the cheque account and be included as cheque signatory.

Moved: J. Knight

Seconded: J. McMahon

For: 12

Against:0

Outcome: Passed

Item 13. **Equipment Status Log Book.**

In order to avoid duplication of effort where equipment maintenance work is required, it was proposed that Charlie Rosa arrange for an equipment status log book to be located at the sign in desk.

Moved: J. McCarthy

Seconded: J. McMahon

For: 12

Against:0

Outcome: Passed

Item 14. **Allocation of Keys**

It was proposed that:

- All committee members be offered a shed key
- John McMahon arrange for supply of keys with council
- John McCarthy update the key register

Moved: J. McMahon

Seconded: J. McCarthy

For: 12

Against: 0

Outcome: Passed

Item 15. Other Business

Opportunity to purchase a rarely used Torque Wood Working Jig (\$2000.00)

The Torque Jig was previously reviewed by several committee members. Generally, it was found that, while the unit is quite versatile, it would not be suited to the shed environment.

It was moved that we decline the offer to purchase the unit.

Moved: J. Parkinson

Seconded: J.McMahon

For: 12

Against: 0

Outcome: Passed

Shed Roster

There were some difficulties with the shed roster of the Christmas/ New Year period.

It was proposed that John McCarthy update the roster to include specific primary and secondary contacts.



John McCarthy Secretary

Date: 10/1/18