

Harcourt Progress Association Inc

Minutes Committee Meeting

Friday 7 May 2021, 7 pm at Heritage Centre, ANA Hall, Harcourt

1. Welcome and Acknowledgement of country

2. **Attendance:** David Foley, Jenny Chin, Paul Mizzi, Alison Curtis, Robyn Miller, Adam Baxter, Janine Culgan, Liesl Milan

Apologies: Pauline Wilkinson, Michael Henry, Megan Kelsey

3. Confirm minutes of ordinary meeting 23/04/2021

Motion: That the minutes of the meeting of 23 April, 2021 are confirmed.

Moved: David **Seconded:** Paul **Carried**

4. Discuss and adopt/reject proposed 'committee expansion' by-law

Motion: That the proposed 'committee expansion by-law is approved.

Moved: Alison **Seconded:** Liesl **Carried**

5. Endorse Megan Kelsey's nomination to committee under rule 56

Motion: That Megan Kelsey's nomination to the committee is accepted.

Moved: David **Seconded:** Liesl **Carried**

6. Chairpersons seek volunteers to form sub-committees:

a. **The Roundabout** (Liesl Milan and Michael Henry) **Volunteers:** Liesl, Michael and Janine.

b. **Plan/Shine/Vision** (David Foley) **Volunteers:** Adam, Janine, Alison, and Paul.

c. **Railway Station Implementation** (Megan Kelsey) **Volunteer:** David

Motion: That these people are approved for the respective sub-committees.

Moved: Janine **Seconded:** Liesl **Carried**

7. **Determine report due date for sub-committees:** a week prior to committee meeting

8. **Determine public meeting date:** Tuesday 24 August, 2021 Bowls Club.

Action: Robyn to book Bowls Club.

9. Discuss and adopt/reject proposed confidentiality agreement

Motion: Adopt proposed confidentiality agreement

Moved: Adam **Seconded:** Paul **Carried**

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10. Discuss and adopt/reject proposed 'committee delegation amendment' by-law

Motion: Adopt proposed 'committee delegation amendment' by-law

Moved: David **Seconded:** Jenny **Carried**

11. Discuss and adopt/reject proposed 'vacation of office obligations' by-law

Motion: Adopt amended version of proposed 'vacation of office obligations' by-law

Moved: David **Seconded:** Robyn **Carried**

Action: David to send amended copy to members

12. Any other business

- a. General letter from HPA, to any organisations we deal with letting them know of current arrangements and introduction from David as Chair. – David to write this.
- b. Adam: Would like to see summaries of the history of ongoing issues. The first report from sub committees should cover much of this.
- c. Committee Meeting Next Date: 15 June, 7.00 ANA.
- d. Robyn to notify Consumer Affairs that she is Secretary.
- e. Reminder: Letter to Sha – thank you from the committee.