



**Steels Creek Community
Centre, Inc
A0036356C**

Minutes for the Annual General Meeting
Wednesday, 23rd August 2006

1. Geoff Keets called the Annual General Meeting to order at 7:41 PM on 23rd August 2006 at the Steels Creek Community Centre. A copy of the Agenda is attached as attachment 1.

2.

Members Present	Apologies
Geoff Keets, President and Chair	Judith Alexander
Albert Leckie, Vice President	John Houston
Keith Montell, Treasurer	Sonia Keets
Ed Bartosh, Secretary	Chris & Christine Mullen
David Allan, Member	Heather & Athel Smith
Greg Leonard, Member	Norm Stewart
Vicki Stewart, Member	Betty Taylor
Christine Tomlins, Garden Club	Richard Tomlins
John Lowe, Tennis Club	Henry Verhoeven
Robyn Allan	
Malcolm & Jane Calder	
Andrew Chapman	
Margaret Houston	
Gwen Leckie	
Jean Lowe	
Jeanette McRae	
Eric Tetlow	
Pam Verhoeven	
Anne & Mike Watkins	
	Non-Members Present
	Glynn Ward

The sign-in sheets are attached as attachment 2. A list of members, as defined by the bylaws as those members of the community who have attended any Centre function and paid their fee, is attached as 3 (not included).

3. Minutes of the Previous Meeting

The minutes from the last Annual General Meeting, 10th August 2005, were handed to attendees. Alby Leckie moved and David Allan seconded acceptance of the minutes.

4. Business Arising:

a. Playground Equipment

Rod Woolley (0419 522 535), at Shire Services and Maintenance, inspects council equipment and had never inspected our equipment. He inspected our site and said that our equipment would not pass muster. Since we had no swings on the stand, we would not have to take it out. No grant programs for new playground equipment are currently available. The SCCC committee, at its May meeting, felt that people should bring their own toys to amuse children. There is no budget within the Centre for either new equipment or liability insurance.

b. Community Directory

A commendable project, but had not progressed.

c. Centre Cleaning

Cleaning had started under the Film group, but it stopped. Greg Leonard is in the process of finding someone to do it, and will arrange for it to be following the movie club meeting.

d. Handrail

The Garden Club will remove the railing.

5. Correspondence

Incoming

1. Various Shire Quarterly Recreation Newsletters. Placed in the Centre for interest.
2. Various issues of Melbourne Water's The Source, passed to the LandCare group
3. Announcement from YGL&LC on first aid course – placed in Centre.
4. Thank you card from Healesville Interchurch Community Care, Inc. for our donations at Christmas.
5. Reports and Newsletter from the Yarra Glen Interim Township Group on the Values and Vision Project.
6. Invitation to participate in the Victorian Community Cabinet. – Meeting 11 July – submissions by 7 June
7. Shire Mayor letter on Community Concerts 3 Jun, 6 Aug, and 24 Sep.
8. Community Forum results received. Responses by 2 June.
9. Letter from John Houston to President Keets on the new Centre proposal.
10. Yarra Ranges "Burning Issues" survey - left copies and poster in Centre
11. Yarra Ranges Youth Services calendar – posted in Centre
12. Response to 13 July letter from Shire CEO naming POC for this issue.
13. Flyer from Shire on the "Mayor Thanks the Volunteers" concert on 24 September was posted.

Outgoing

1. Letter on 14 November for donations to help fix up Alan Adam's home to Cheryl Crines.
2. Letter on 26 June to clubs announcing fee increase.

3. Letter on 13 July to Shire CEO on meeting Re: proposed new Centre
4. Letter on 11 August inviting Cr McRae to the AGM

6. Treasurer's Report

Treasurer Keith Montell distributed his report at the meeting. A signed copy is at attachment 4. He reported that since we had spent more than we took in, dues were increased to \$2 on 1 July, the only increase since fees started in 1993. The new fees appear to be adequate. Also, clubs which had been paying for services performed on the Centre, such as cleaning, were asked to pass along bills to the Treasurer for payment so that a central accounting could be maintained on costs. Keith Montell moved to accept his report, and Christine Tomlins seconded acceptance of the report.

7. President's Report

Geoff Keets reported on the state of the Centre and its sponsored groups (Attachment 5). He commended the groups on their community activities, notably, the Saturday Markets, Jolly Thing, Art Show, Clean-up Australia Day, and the Stitchers Tea. He also thanked Greg Leonard for the fine job as maintenance coordinator.

The attendees also asked that a note of appreciation to Geoff Keets for his leadership as President be recorded.

8. Election of Office Bearers

Geoff Keets handed the chair to Margaret Houston for the start of nominations. She noted that Malcolm Calder was nominated for President. Having no other nominations, he is elected. Malcolm Calder assumed the Chair for the rest of the meeting. Malcolm thanked Geoff for his service as President on the Committee for the past three years.

Malcolm noted the nominations of Alby Leckie as Vice President, Keith Montell for Treasurer, Ed Bartosh for Secretary, and David Allan, Greg Leonard, and Vicky Stewart as committee members. They were elected as sole nominees for the positions. He also noted the nomination of Geoff Keets for the position as Past-President member. The members from the clubs were Christine Tomlins of the Garden Club and John Lowe from the Tennis Club. All new Committee of Management members were congratulated, and last year's members were thanked for their service.

9. General Business

a. Report and discussion on the proposal for a new Centre.

The Secretary prepared an information paper which was distributed to attendees (attachment 6). Malcolm welcomed Councilor Jeanette McRae to the meeting. He then reviewed the background of the issue, started when the tennis club had asked for Council to provide safe, off-street parking for their facility. Consultations with Shire personnel led to a suggestion that consideration be given to a new Centre facility since land might be available and little improvement would be provided for the existing Centre location. A

subcommittee was formed by the Committee of Management to coordinate with Shire on the issue, and it appeared that investigations were proceeding. A "progress report" was published in the February 2006 *Jolly Thing* on the discussions with the Shire staff.

A meeting was held between senior Shire staff and the Committee this week, and the Shire indicated that all discussions to this point were informal, as no request to study a new Centre had ever been received by the Shire. Staff did indicate that a lease agreement for the current Centre was needed. Future action would follow what happened at the 2006 SCCC AGM. The Committee recommended that a working group be established to consider various options, some of which are listed on the handout.

Glynn Ward, owner of a property next to the school house, indicated that he was unaware of the consideration of a move. He was also concerned of a bias perceived from the list of deficiencies of the current location on the handout. Margaret Houston was concerned at the progress of the rumors on a new Centre, and suggested that formal publicity needed to be distributed to a wider audience on actual happenings. It was proposed that we use the *Mountain Mail* as well as the *Jolly Thing*. Cr McRae suggested that she might be able to help with any letter drop on the issue. She also said it should be clear that we were exploring options, such as use of "green wedge" land which could stop all action if it were found to be an insurmountable obstacle. No decisions on possible options or ruling out of options were made.

Alby Leckie told of the improvements that were needed for the current facility and was told nothing would be done to the school house location. He expressed that it was not a tennis club initiative to move the Centre, just follow-on from their need for safe parking.

Malcolm Calder committed that we will have an open process for considering future actions and feedback. Other members expressed concern for the access difficulties at the school house. Cr McRae has requested some costing options and information from the Shire staff, and will ask about other concerns. Christine Tomlins suggested that we consider a questionnaire for the letter drop for those who cannot attend a working group meeting.

A list was circulated for those who wished to participate in a working group. It is found at attachment 7. The Committee would like to have recommendation from the working group within 90 days whereby a Special General Meeting could be held for the community to consider their recommendations.

b. Tennis Club Report

John Lowe reported that we have three teams currently in the ERT finals this season. Mid-week ladies are doing well also. The Tennis Club had its AGM on the 13th with a sausage sizzle. The club is doing well financially and is looking to improve the court surfaces.

c. Garden Club Report

Christine Tomlins reported that the Garden Club had a successful year. The November 2005 flower show raised about \$2500. They would like the

back area leveled off with a retaining wall added for easier access and use. The club had quite a few outings as well. They provided \$250 in fees to the Centre. The SCCC Garden Club won 2nd prize and \$300 at the Melbourne Flower Show for their entry. The Growers Group is meeting regularly to propagate plants for the local show.

d. Land Care Group Report

David Allan reported that membership is currently approximately 12 financial members. Steels Creek Landcare Group has this year commenced planning and implementation of its first significant project - the identification of vegetation groups along Steels Creek Road and opportunities to enhance and re-establish stands of native vegetation.

Initial survey work has identified several areas that could be enhanced, some areas of possible new plantings and other areas where non-indigenous vegetation is invading the roadside.

Following consultation with adjacent residents, a stage one project generally from the vicinity of the Community Centre to Old Kinglake has been selected and a funding application has been made to enable use of contractors for weed clearing, sucker removal and planting of native vegetation. As of today, the application has not yet been determined, but the project has been endorsed by adjacent residents, CFA and Council.

This project is a pilot in terms of seeking funding for use of contractors for environmental works, and it is hoped that the group will be able to learn from its experiences to enable it to move on to larger projects in the future.

e. Art Group Report

Malcom Calder reported that the Art Group meets Thursday afternoons in the Centre. They have 3 to 8 participants. The Art Show was a great success at the Balgownie venue, even with its smaller size. There were \$25,305 in total sales, with 140 out of 396 artworks sold. \$4,000 from the sales and \$1,400 in gold coin donations was given to the *Good Friday Appeal*

Thank you to all those who participated in making this art show such a success

f. Film Night Report

Jean Lowe reported good attendance at the dinner and movies. Thanks to all for their support. The next movie is on Friday night.

g. Stitchers Report

Jane Calder reported that the group is going very well. They raised \$1500 for the Cancer Council with their "Afternoon Tea". Thanks to Anita at the fudge shop for her efforts. They did doing a quilt for the Long Yarra Walk, and should have a story coming out in Melbourne Water's *The Source* magazine. Thanks to the Garden Club, the Stitchers' umbrella organization for their support.

h. Clamberers Report

David Allan reported that the Clamberers group conducted walks in the local and nearby areas each month from March to November on the last Sunday of each month. Walks this year have included Kinglake National Park, bird observing at Lilydale Lake, Maroondah Reservoir Park, a visit to Kith Kiln and historical walks on some of the old timber tramlines in the Big Pats Creek – Powelltown area. We have also revisited areas in Kinglake national park that were burnt last January and observed the regrowth that is now evident.

Thanks are due to all those who have suggested and led walks throughout the year. It is proposed that we will continue to include bird-observing venues in some of the walks, and it is also proposed to again revisit the bushfire regrowth areas to continue to observe just how the regrowth of those areas is progressing.

i. Other General Business

(1) Eric Tetlow noted his discussions with Stanley Pitcher, a veteran on our Honor Board. His family is very interested in background, and Eric is in continuing contact.

(2) The Vera Adams Day was a success, and Vera's niece was impressed with the turnout and regard shown. There has been almost \$500 collected for a memorial fund to be used to commemorate Vera's service to the community. It was mentioned about the other memorials at the Centre, the bench and memorial stone already in place. Whatever is done should be in keeping with other memorials.

(3) Geoff mentioned that the mowing contractor suggested that, instead of paying him, we could sponsor a child in Africa. Concern was expressed on starting such a long-term commitment based on this arrangement, and that we could then potentially lose our commercial relationship with the contractor. It was suggested that we let him make the donation, and we could show support with a note or article in the *Jolly Thing*.

(4) Ed Bartosh moved that we again purchase a historical text, value up to \$70, to be donated as an award to the Yarra Glen Primary School, Grade 6 competition. David Allan seconded and the motion passed.

The meeting was adjourned at 9:10 PM.

Respectfully Submitted:

Edward Bartosh
Secretary

**STEELS CREEK COMMUNITY CENTRE INC
ANNUAL GENERAL MEETING TO BE HELD AT
STEELS CREEK COMMUNITY CENTRE
ON WEDNESDAY 23rd AUGUST 2006
COMMENCING AT 7.30PM**

AGENDA

- 1. Welcome**
- 2. Apologies**
- 3. Minutes from previous AGM (10 August 2005)**
- 4. Business Arising**
 - a. Playground equipment**
- 5. Correspondence**
- 6. Treasurer's report**
- 7. President's Report**
- 8. Election of Office Bearers**
- 9. General Business**
 - a. Report and discussion on the proposal for a new Centre**
 - b. Tennis Club Report**
 - c. Garden Club Report**
 - d. Land Care Group Report**
 - e. Art Group Report**
 - f. Film Night Report**
 - g. Stitches Report**
 - h. Other General Business items**



**Steels Creek Community
Centre, Inc**
A0036356A

Sign In for 23rd August 2006 Annual General Meeting

Name(s)	Address	Telephone	E-mail Address
Vicki Stewart			
Christine Tomlins			
Glynn Ward			
Pam Verhoeven			
Eric Tetlow			
Jane Calder			
Greg Leonard			
Geoff Keets			
David Allan			
Robyn Allan			
John Lowe			
Jean Lowe			
Anne Watkins			
Mike Watkins			
Margaret Houston			
Andrew Chapman			
Keith Montell			
Malcolm Calder			
Ed Bartosh			
Gwen Leckie			
Alby Leckie			
Jeanette McRae			

STEELS CREEK COMMUNITY CENTRE

FINANCIAL REPORT AS AT 30 June 2006

Opening Balance 1 July 2005	
Cheque Acct	\$754.51
Term Deposit	<u>\$8,162.56</u>
Total Opening Balance	\$8,917.07
Income	\$4,656.51
Expenditures	\$5,121.49
Closing Balance 30 June 2006	
Cheque Acct	\$1,162.50
Outstanding checks/income	\$0.00
Term Deposit	<u>\$7,670.78</u>
Total Closing Balance	\$8,577.88

STEELS CREEK COMMUNITY CENTRE INC.

2005/2006 PRESIDENT'S REPORT

Another year has now passed and I sincerely believe we should be proud of our community. I would like to highlight several areas relating to the community activities in general.

SATURDAY MARKETS

It is very easy to become entrenched in our own busy lives, but the Saturday markets provide an opportunity to catch up with our friends on a regular basis. The market is a valuable asset for the local community.

Our thanks go to the market supporters and community members who make produce available and join in the spirit for which it has been designed.

We are also grateful to Alby and Gwen together with John and Jean who make Devonshire teas available at each market.

JOLLY THING

Our thanks go to Chris and David for their ongoing work with the Jolly Thing. The publication continues to be an important component of the community.

MAINTENANCE OF BUILDINGS AND SURROUNDS

Our thanks also go to Greg Leonard together with the other regulars who assist in this area. We sincerely are appreciative of the work they do with the maintenance of the centre.

TENNIS CLUB

Tennis club personnel are also thanked for their contribution to the community. The club remains well patronized as is the annual "Christmas in July" function which is an important event on the annual social calendar.

GARDEN CLUB

Congratulations are again extended to the Garden Club for what is a well run, active and progressive club. Acquisition of shade house has been of great assistance to the club's growing group. The annual flower show also continues to be highly successful.

We thank Jill Hess, Gill Poulton and Sonia Keets for their work as President, Secretary and Treasurer respectively.

FILM EVENINGS

The film group lead by Chris, Christine and Jean also remains highly popular within the local and wider community. Congratulations are extended to all concerned both as organisers and attendees.

OTHER CLUBS AND GROUPS

We acknowledge the undermentioned other clubs and groups which contribute to the local community:

Stitchers Group
History Group
Book Group
Walking Group
Ladies Group
Art Group
Land Care Group
SMB
Young Mothers' Club

All involved are thanked for their contribution.

EASTER ART SHOW

Congratulations are extended to all involved with the art show which continues to be highly successful. The show provides an opportunity for local artist to sell their art works in addition to drawing the public to the district.

All involved should be applauded.

OTHER RELATED COMMUNITY ACTIVITIES

The following community activities have been undertaken locally during the past twelve months:

Clean Up Australia Day
Biggest Afternoon Tea
Carols By Candlelight

VERA ADAMS TESTIMONIAL

It was very please the support provided during May for Vera Adams in recognition of her contribution to Steel Creek.

COMMITTEE

I would like to thank all committee personnel for their assistance throughout the past twelve months and during my term as president.

IN SUMMARY

Congratulations are extended to all community members who continue to support local activities.

On a personal basis, my three years as president terminates at this meeting.



GEOFF KEETS
PRESIDENT
AUGUST 2006

Steels Creek Community Center, Inc. Annual General Meeting 2006

New Centre Proposal Information Points

Summary:

- There is **no** formal proposal with the Shire for a new Centre facility/building.
- If there is to be a proposal, we must initiate the process with a request from the community.
- **The Committee proposes that a working group be formed with representatives from interested community members and interested parties to study and present options at a SCCC Special General Meeting within 90 days.**

Background:

- The current discussions emanated from a 2002 request from the Steels Creek Tennis Club that the Shire of Yarra Ranges consider creating an off-street parking area for the tennis club.
- All discussions with the Shire staff were “exploratory discussions”, and there have been no decisions made by the Council or the Shire staff on any new facility for Steels Creek Community Centre (SCCC).
- The Shire “recently” discovered the former school building on their register of properties. They now wish to have a lease agreement with the SCCC to cover responsibilities of Committee and the Shire with respect maintenance of the property. There was no commitment to or denial of the level of support on the part of the Shire.
- SCCC groups will continue to have use of the former school building.
- A list of maintenance issues brought to the attention of the Committee are listed on the reverse of this Information Paper.

Working Group. Several options have been proposed for consideration of the working group:

1. To retain both properties and simply provide safe, off-street parking for the Steels Creek Tennis Club as originally requested.
2. Provide parking for the Tennis Club as in 1. above; and re-landscape the present entrance and site of the Steels Creek Community Centre to provide off-street parking and easier, all-year access to the present building.
3. Along with 2. above, redesign existing buildings at the Community Centre to meet current and anticipated future needs and building standards.
4. Find a new public use for the present Community Centre (Gallery, Home for the Historical Society, etc.), and build a new Community Centre adjacent to the Tennis Club which meets the needs of all groups.
5. Sell the present Steels Creek Community Centre and use the funds to help build the new Community Centre adjacent to the Tennis Club that meets the needs of all groups.
6. Any other feasible options for consideration.

To the Secretary
Steels Creek Community Centre

The following maintenance issues have all recently been raised by various members:

1. Interior needs a paint.
2. Exterior needs a paint.
3. Steps from Steels Creek Road need replacing or repair.
4. Ramp entry to kitchen is unstable.
5. Hold open device needed on exit door at rear.
6. Bulletin boards, blackboards, and notice boards need rationalizing and restoring. Some clubs have requested extra "notice" space and/or boards.
7. Inside lighting needs upgrading.
8. Outside security/safety lighting inadequate.
9. The kitchen has been said to be impractical and need modifying.
10. Porch needed over outside entry.
11. Reshape the driveway to allow vehicles to drop off at the centre entry and return to netball court which could be used as a car park.
12. Fence repairs to boundary. Fence required along north boundary.
13. Gates need "child-proofing".
14. Fly wire screens needed on windows.
15. The Garden Club has requested leveling of the area used to sell plants at the Garden Show.
16. Exposed root to be removed at entry to avoid tripping hazard.
17. Removal of shed at entry, maybe relocate elsewhere on the property.
18. More storage space in the Centre.
19. Reallocate existing storage space.
20. Roof over BBQ area needs replacing.
21. Guttering and downpipes need repairs.
22. Tank stands need repairs.
23. Possible asbestos in the building is a worry to some members.

As you can see, this is a significant list and will require considerable working bee time and dollars to complete.

Yours Faithfully;

/s/ Greg Leonard

(Committee Member)

14/06/06



**Steels Creek Community
Centre, Inc**
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Interest to Join the Committee for Study of the Centre

Name(s)	Address	Telephone	E-mail Address
Vicki & Norm Stewart			
Christine Tomlins			
Glynn Ward			
Pam Verhoeven			
Eric Tetlow			
Jane Calder			
Greg Leonard			
David Allan			
Margaret & John Houston			
Keith Montell			
Ed Bartosh			
Alby Leckie			