

LENSWOOD & FOREST RANGE *Community Association Inc.*

Committee Meeting Agenda (open to other members)

Date: Tuesday 25th February 2014

Time: 7.30pm

Venue: 90 Leslie Road, Lenswood, 5240 (at Ann & Rob's)

Management committee as of 30th January 2014

Chair: Graeme Schulz

Vice Chair: Garry Beaton

Secretary: Ann Kempe

Treasurer: Ann Kempe

Public Officer: Rob Hall

5 committee members (elected unanimously):

Peter Stafford
Rob Hall
Alison Mason
Sam Perna
Caroline Chaplin

Malcolm Drew: Association web site

Chair: Graeme Schulz

1. Attendance:

- Present: Ann Kempe, Rob Hall,
- Apologies: Alison Mason

2. Confirm agenda:

3. Minutes previous Committee Meeting (20th November 2013):

3.1 Approved: by general meeting 30th January 2014

4. Correspondence

4.1 Incoming:

- 2nd October 2013: from Russell King (Acting Manager Assets & Engineering – Adelaide Hills Council) re footpath at school; Reserve improvements; & road safety issues re path. (held-over since 2nd October 2014 - attached) – **See item 6.2**

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- 12th Feb. 2014: from Office of Consumer and Business Affairs - confirmation letter re Robert Hall as Public Officer

4.2 Outgoing:

- 2nd February 2014: Office of Consumer and Business Affairs – form sent notifying change of Public Officer from Peter Stafford to Robert Hall.
- 11th February 2014: to Mal Drew – invitation to attend committee meeting 25th Feb.

5. Reports:

5.1 Chairpersons report: feedback re Harvest Festival? (see Item 6.4)

5.2 Finance report (tabled 30th January 2-14):

- No further activity since last report
- All outstanding bills have been paid;
- Form with new signatures to access the Association account with Bank SA lodged.
- Balance in account:

6. New business (as of meeting 30th January 2014)

- 6.1 Website discussion?
- 6.2 Communication strategy with people of Forest Range & Lenswood
- 6.3 Fund raising suggestions? Membership drive?
- 6.4 Minor amendments to the constitution
- 6.5 Foot-path issues
- 6.6 Orchard festival or similar

7. Meeting finalisation

7.1 Summary of Actions required (for secretary)

Item Number	Action required	Who?	By When?

7.2 Next committee meeting <May?>

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- Secretary proposes 4 meetings a year: 25th Feb., May? Aug. (combined with AGM?) Nov.? and further meetings if required.
- Secretary proposes 2 General Meetings a year to be combined with 1 Committee meeting and the AGM (i.e 1 was held on 30th Jan. and next would be the AGM)

Meeting ended at: < >

Please email agenda items to Ann Kempe at: ann_300@ozemail.com.au or post to Ann via the Lenswood post-office by cob <insert date> A call for agenda items will occur 2 weeks before meetings

Note: Ann has a severe hearing impairment and writes the agenda/minutes from notes made by a relevant member.