Downer Community Association Committee Meeting Minutes
7pm, 5 May 2025

Acknowledgment of Country: Miles Boak (A/Convenor)

Agenda Item 1: Welcome and apologies

Present (Committee): Miles Boak (via Zoom), Amit Barkay, Jacqui Pinkava, Peter Comisari, Amy Barthet, Manik Datar. **(Members)**: Annika & Peter Carey, Simone Gray.
Apologies: Robyn Rennie, Leon Arundell, Jane Teasey, Henrietta Flinn.

Agenda Item 2: Correspondence

Received

8 April- Amit- copy of draft Incident Report seeking comments.
14 April- Carys Fisser (- Follow-up on meeting with Tom Emerson- replied with thanks on 15th April
23 April- Ariana Haghighi- wanting info on Downer – looking for history and fun facts.
Responded with 20231 Census info on Downer and offer to provide Downer @50 book- which I delivered (Phyllida's old house)
2 May- Liz St-Clair- inquiry about artist who sculpted the kangaroo in the Square

Outgoing:

8 April- Belinda Anyos- new DCA member and Child Play client.
8 April- to Amit, re Incident Report
8 April- welcome to Vanessa Frame- new DCA member. Attended meeting.
9 April- to Jane Sisley- Barnardos- DCA letter of support. No acknowledgment.
23, 24 April- responses to Ariana
2 May- to members inviting them to vote at the DCC and enjoy a sausage provided the Majura Men's shed.

Agenda Item 3: Minutes of the 7 April Committee meeting
Agreed. Loaded on DCA website.

Agenda Item 7.c. (brought forward): Grant application for Fenton Street park.
Simone Gray (Coordinator of the Adopt-a-Park Group) spoke briefly to the formal application, highlighting the beneficial community involvement, progress since the DCA initial grant and problems with theft and death of plants. The application is entirely consistent with proposed DCA grant guidelines, and a grant of $1000 was approved.

Action: Fenton Park volunteer coordinator to submit invoices following expenditure. For plants and horticultural materials.

Agenda Item 4: **Centre Management Report**

- In response to the action item from April, Amit reported that an Incident Report has been drafted and sent to the individual concerned (tripped over a table). There has been no response. The form will be filed awaiting any further action and for future incidents.
- Effective arrangements are in place for when Amy is on leave- from 10 - ~31 May.
- A third mural has been painted on the sheds at the north-eastern corner of the Centre. The artist has completed these at his own cost, and he has been thanked.
- As a result of increased power and water charges, a long period of stability in hiring charges over many years, and the conclusion of the SpacetoCo (booking platform) first-

year discount, increased hiring charges are necessary. There may be some resistance to the increase, but the committee considers that the rates remain reasonable. There is also a need to remove the complicated tiered hourly rates which currently require manual calculation.

- The implementation of the new rates will be as follows:
    - Remainder of 2025: Continuing the 15% increase cap until the end of the year.
    - Short-term hirers 1 Jan - 30 June 2026: An additional 10% increase.
    - FY 2026/27 All clients (long standing and one offs) to pay the same hourly hire rates.

ACTION: Centre Co-ordinator to notify clients of the new hire costs.

Agenda Item 5: Treasurer's Report

- The financial report was accepted.
- Income for April was principally from room hire at $4,739. Expenses were $10,474, with larger outgoings being insurance of $1,175 and utilities (water, electricity) of $1,191. $5,900 for new blinds has been reimbursed as a donation from the Tradies, which will reverse the loss of $5,597 to a gain of $303. The bank balance is $93,365.
- The ACT government requires evidence of public liability insurance cover.
- ActewAGL has rejected any consideration of reduced water rates.

Action. Miles/Amit to liaise to ensure Public Liability Certificate gets to the government. Miles to follow-up with ACTEW contact for one further avenue of rate reduction.

Agenda Item 6: NCC Report- No report, Leon an apology.

Agenda Item 7a. Post-election report

The Federal election required more preparation than the recent ACT government elections, but all went smoothly, and the clean-up was good. Majura Men's Shed provided a sausage sizzle and the Dickson branch of the Canberra Organic Growers had a plant sale and cake stall.

Agenda Item 7.c. Grant proposal and insurance.

Further investigation is required to clarify DCA position in relation to public liability in relation to providing grants to volunteer groups. The following appears to be the situation:

- Volunteer groups operating under the Adopt-a-Park scheme are covered by ACT government.
- Members of DCA are covered when working on specific DCA projects. It is probably the case that where a group of volunteers/individual applies for a grant, they will have to become DCA members.
- Events/Projects may need to be specifically identified and members listed.

Other Business

The veranda awning on the Community Centre was inspected by ACT Property. This was possibly as a result of the meeting with Thomas Emmerson, MLA. At this meeting the water ingress into the building was reported as a significant and long-term issue. No follow-up from the ACT Property group as yet.

Meeting concluded at 8pm.
Next Meeting: Monday 2 June 2025, 7pm.

Miles Boak
Acting Convenor

John Godwin
Acting Secretary