

**Yarralumla Residents Association Committee Meeting**

Wednesday, 1<sup>st</sup> November 2006

68 Mueller Street

**Present:** Sue Banks (Chair), Debbie Argue, Mary Bennett, Jan Carey, Dorothy Jauncey,

**Apologies:** Les Landau, Janet Harris, Lynn Russell

**Welcome:**

- Sue Banks opened the meeting and referred to the email previously received and circulated from Cathryn Madden resigning from the Committee.
- Committee members formally accepted her resignation.
- Sue will write to Catherine and pass on her best wishes on behalf of the Committee (**Action: SB**)

**Minutes of the Last Meeting**

The minutes of the meeting of 12<sup>th</sup> October 2006 were approved.

**Business Arising from the Minutes**

1. Sub-Committee of Dorothy, Les, Debbie and Jan will meet to talk about records and filing. **Completed**
2. They will present a proposal about distribution of minutes and reporting process to members to the full Committee at the next meeting. **See agenda item 5**
3. Les will collate membership list and pass to Secretary team **Completed**
4. Mary will follow up open space land on Weston Street and report back to the Committee **To Do**
5. Lynn will pursue this with ACTPLA **To Do**

6. Sue will contact Hamish Sinclair from NCA about the timing of the submission  
**Completed**
7. A Sub-Committee of Sue (Convenor), Janet, Mary, Deb, Lynn will look at the proposal and report back to the Committee.  
**Completed**
8. Mac will draft up areas for the website that need attention and will present a proposal to the Committee.  
**Ongoing**
9. Website Sub-Committee of Lynn, Les, Janet and Debbie will develop a proposal for the Committee over a period of time.  
**Agenda item 11**
10. The Secretary team will talk to Mac about the records and sort it out.  
**Completed/Agenda item 5**

### **Treasurer's Report**

Tabled.

### **Motion:**

That the Treasurer has access to the YRA account via netbank

**Moved:** Les Landau  
Passed

**Seconded:** Dorothy Jauncey  
**(Action: LL)**

### **Membership**

- Les has followed up contact lists.
- After the proposed membership drive he will follow up former members with an invitation to join. **(Action: LL)**

### **Membership Drive**

- Proposed that we have a membership drive and information opportunity at the Yarralumla shops
- It was suggested that the information table, Yarralumla recreational hub plan and membership drive be coordinated on the same weekend at Yarralumla shops.
- Sue will ring Hamish from NCA about the date of completion of the Plan so that YRA can set a date for Yarralumla shops. **(Action: SB)**

- Sue will also clarify with Hamish the process and timeline for comment and then the Committee will be able to make a decision about a public meeting or information table at Yarralumla shops
- Committee decided to put the membership drive at Yarralumla shops on hold for the time being.
- Sue will discuss membership opportunities and payment options with Les **(Action: SB)**

### **Report from Secretariat Subcommittee**

- Tabled
- YRA Committee members present decided that following committee meetings Jan Carey would email approved minutes to Paul to be posted on the website **(Action: JC)**
- JC would then email members inviting them to look at the minutes on the website and also inviting the members to contact either the Secretary or President via email if they required further information. **(Action: JC)**
- Debbie Argue will pick up correspondence from the PO box. **(Action: DA)**
- All correspondence with the exception of membership correspondence will be passed to the Secretary at YRA meetings
- Membership correspondence will be passed to be Treasurer.
- Paper records have been sorted and documented by Dorothy Jauncey and a written report was tabled at the meeting.
- DJ will look at the Associations Incorporation Act and ascertain the requirements for both record keeping, in particular the minutes, and the Treasurer's report. **(Action: DJ)**

### **Hub Submission and Related Matters**

- Sue Banks has received many enquiries and comments about the Hub proposal and submission
- Hamish from NCA advised that he would get back to YRA in 3 weeks

### **Review of Territory Plan**

- Sue sent this to the Committee.
- A PR company is coordinating responses to Territory Plan and is looking for people to be part of a focus group.
- Sue has asked them for more information about when this will occur. **(Action: SB)**

### **Embassy Motel**

- Sue has received a fair amount of correspondence about this
- Public consultation has been completed but no decision has been made

## Website

- Paul has asked to speak to the Committee and it was agreed that he be invited to the December meeting
- Committee members present agreed that the purpose of the website is for disseminating information about what the Committee does and other relevant information to the Yarralumla residents, such as information about the Hub
- The website information needs to be up to date.
- Mac is developing a history and background of YRA issues
- The Committee would also like a history of the suburb but only if it was done well
- Suggested brief timeline with pictures.
- YRA committee members look forward to suggestions and a report from the Web Committee. **(Action: Web Committee)**

## Fundraising and membership

- Some members felt that the obligation of YRA Committee is to disseminate information to the members not to fundraise.
- However YRA needs sufficient funds to conduct its business.
- Discussion about what we need fundraising for
- It was concluded that there are opportunities for sponsorship of meeting rooms and if that was achieved then membership fees could cover everything else.
- Mary suggested that we include an explanatory note to members about how membership fees are used.
- Suggestion that we also invite members to make donations.

## Community Noticeboard

- YRA needs to look at and develop current community noticeboard.
- A new member Gerald Flynn has offered to maintain the current noticeboard and the committee would also like to revamp it.
- Sue will follow up **(Action: SB)**

## Other Business

### Annual Return

- Jan advised that she has investigated our obligations under the Associations Incorporation Act and she will shortly be submitting our Annual Return with assistance from the President and the Treasurer **(Action: SB, LL, JC)**

## Next Meeting

Wednesday, 6<sup>th</sup> December at 7.30 pm, 28 MacDonnell Street (Mary's home)

Approved at the YRA Committee meeting – 6<sup>th</sup> December 2007

Meeting closed 9.47pm

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**President**  
**Sue Banks**

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**Dated**