

Minutes of Committee Meeting of Elands Community Health and First Aid Centre Inc held on 25/10/2014 at the Centre, 12:00pm.

PRESENT:

- Corby Gardner
- Mitra Ellis
- Mark McCarthy
- Aspen Charlesworth
- Matt Fox
- Brad Sweetman
- Peter Matthison
- Steve Ryan
- Nigel Hanley
- Darren Harrison
- Kriya Davidson
- Graham James

Summary:

The primary purpose of this meeting was to discuss with members some of the ideas and directions the committee have come up with for the center, including our ability to get Insurance (Liability, building), to operate as a Backpackers Accommodation in order to boost revenue, to run a First Aid course and get a team of responders organised, and to generally increase our charges for use of the center and its resources. The meeting took place over a casual lunch, with committee members, supporting members and the volunteers all participating. During the day a working bee was undertaken and lots of work was done on general maintenance tasks as well as the new outdoors toilet/bathroom structure. Generally speaking the ideas put forward by the committee were accepted by the group and we agreed to move forward on those policies.

Working Bee Summary:

1. The outdoor toilet / bathroom facility had the exterior cladding applied, the interior fibro was put up in many areas, previously the in-wall plumbing was completed and the toilet window was fitted. At the end of the day the building was basically at lock-up stage and awaits interior fitout.
2. Windows / top Skylight were cleaned
3. Missing / Broken light bulbs were replaced with more economic Compact Fluoro Globes
4. Tin Roof over outdoor kitchen was moved away from tree.
5. Damaged guttering was removed, ready for replacing, water tanks were equalised.

6. Lawns were mowed, kitchen was cleaned.
7. Old unwanted IT gear was thrown out.
8. Many small jobs such as door handles fixed, some new parts required, will do at next working bee, Brad volunteered to oil deck.
9. Many other jobs achieved as well, members were positive about progress made.

General Business matters discussed:

Treasurers report - Corby:

We had a fundraiser recently and made \$1000 helping out with adventure race at the falls, have had few guests stay as well so finances are looking good, including approximately \$3000 in bank when new committee took over, should be enough to keep working on finishing the outdoors toilet / bathroom facility (priority) and to sign up for Insurance Immediately, even if the BEST insurance is not available yet, we should get SOME, and can pay monthly until better is found.

We have access to netbank now and cheque book so will be able to pay bills ourselves now. Corby and Pete to create online spreadsheet to record all transactions in one spot in real time (Note - this has been done at time of writing these minutes).

First Aid:

Corby has been looking into getting a First Aid Training course run at the center to get a group of trained First Aid Responders assembled to make sure we are functioning as a primary site for First Aid care in and around the village. He has a quote for a 1-day course covering Infection control, Litigation, Spinal Injury, CPR, Defibrillation, Asthma, Anaphylaxis and various other topics. There is an online PRE-Study component required for the course, with the rest of the training being provided on the day and a certificate being issued at the conclusion.

People interested should contact the Committee (elandshealthcentre@gmail.com) and confirm their attendance by 7th Nov.

Corby put forward a motion for the center to subsidise this, Pete seconded this. The motion called for an amount of \$50 per person was discussed, capped at 10 people (\$500 total cost to the center). We voted and agreed to advertise the course, and divide the \$500 between the number of participants equally instead.

Six (6) people attending said they would be keen, Brigitte Pool was mentioned as someone who may also want to attend, so we decided to advertise in Mountain-talk, at the Co-op shop and also on a few Elands related facebook pages. Date was tentatively set at the Sat 22nd Nov - 8am - 4pm.

It was suggested that the person providing the course also help us make sure our First Aid supplies are sufficient, relevant and in-date during the course, and that we borrow the Co-op shop defibrillator (donated to them by the Health Center) for the day (Pete to chase).

Fundraising:

The recent adventure race through the gorge was a great success, thanks to all who participated, was a long night and day but we raised \$1000 and built contacts who are keen to use the HC group again when / if the chance arises. A new opportunity to raise funds via the sale of Coffee donated to us has come up and Pete suggested we sell the Coffee at the Co-op shop, and suggested prices were \$8 per bag with the center to get \$5 of that and the Co-op shop to get \$3 per bag, Darren said (as a rep of the shop) this sounded good, so we decide to do this - Darren to sort the details with the Co-op Shop. An approximate count of the bags of coffee available (40 bags or so) suggest we make \$200 from this approximately.

General Business:

Corby suggested we move the outdoor kitchen from its current position (very quick and easy job, only a small structure) to allow for decent access into the adjoining reserve for vehicles, to avoid them having to drive below Pete's house through the paddock to get access as people always get bogged. Currently the outdoor kitchen blocks this access, so a motion to move it was put forwarded by Corby, seconded by Pete and we voted to do it at a later date, and the discussion went on to a consensus that this task should be started AFTER completion of the outdoor bathroom/ toilet project (which still has a fair way to go). The major goal of this is to allow vehicles (such as caravans, camping cars and market stallholder vehicles) to get onto the adjoining reserve.

Corby and Darren mentioned that they had been told Dekyong had felt disappointed with the way she left the committee and that her work there for years had been thankless, and they suggested that we should officially thank her. The whole committee decided this is a good idea and acknowledged her contribution over the years. Peter volunteered to write an official Thank-You letter. Dekyong also has said she'd like to be kept in-the-loop on accommodation bookings, the committee felt that given the nature of the new online booking system it is better if we keep the job of taking bookings to a group of committee members who have access to the online management system (login for the calendar is the same as our email address, Google Docs repository etc that we have implemented), which is currently Pete, Corby, Darren, and ask others to have any interested guests contact one of us to make bookings. Due to her proximity and long history of being involved the committee is happy for her to keep a key, for emergency access.

A brief discussion of the previous and future use of "work-for-the-dole" workers to assist in maintenance and perhaps cleaning, meeting and greeting tasks was had and Graham volunteered to continue mowing as a volunteer. Pete offered to find out more about us getting

registered with centerlink and we acknowledged the issues with workcover and liability insurance may complicate this issue. Needs a thorough investigation -Pete to action.

Dekyong has said she would like homeopathics to be available at the center still, as they have been in the past. The discussion of this followed the course that the committee meeting had had previously, which is that the center should be used as a place for ANY/ALL physical and Mental health related practitioners to undertake their practice in the health center premises but that the management of the center (committee position-holders) should not necessarily have to be involved in providing these services. It was suggested that a person be found to be responsible for this (homeopathics) practice and that the center be used as a place for them to provide this service from, much the same as massage would be offered by a masseuse from the center. The committee would be willing to support/encourage someone to undertake this and manage the stock ordering, rotation and replenishment as well as consulting with people wanting to use the service. The Committee members all felt that it was out of their expertise to attempt to provide this service. Cheree Watt and Dekyong were nominated as potential people who could fulfil this role - Pete to contact and ask them if they would like to do this.

A list of items for the center that would make guests more comfortable and feel like they were getting good value for their money whilst staying is being assembled and we will publish it periodically and try to find these items, where appropriate, by donation, seconhand or if necessary, new. So far a newer TV/DVD unit and DVD's has been suggested, a BBQ was suggested and has been donated by Pete and restored by Corby. recent guests when asked also said a microwave would be nice (they borrowed one from the school) and it was suggested we get a nicer, more efficient regular-size fridge as well (old one is very noisy). Pete has one being used by Co-op shop, will try get it back for use at the center. At some time if we operate as a backpackers, bunk beds, and/or other more appropriate form of beds may be acquired.

Pete has offered to store the mower until the space to the side of the outdoor toilet/shower becomes lockable, as this interferes with guests when stored in the corridor, and poses fire risk with fuel inside it also.

Insurance - it was decided to get immediate insurance, to pay month-by-month and upgrade if better deals become available. Pete has been told by Jeff Nichols of a way to become our own trust managers (GTCC currently function as our trust managers and have no umbrella insurance they can extend to us) with the land council, which leads to the possibility of cheaper umbrella insurance (including fire and liability, our main concerns). Pete has a contact (Terry Hemmingway, Lands Dept Taree) to follow this up with.

Damaged guttering was inspected and removed, and the job of replacing it and the associated stormwater delivery pipes to the tanks (with above-ground lines) was decided to be given to a suitably skilled person - Pete to action.

PRICING STRUCTURE

A review of our current pricing by the committee over the last few months has uncovered a widespread view that the rates we charge are too low, and that they should be raised in order to help with our overheads, to help fund building improvements and to ease the pressure on fundraising as a dominant revenue source. The goal is to make Accommodation Guests pay more, not to charge more for health services practitioners. Membership fees are also felt to be way too low, and we need to review them, the following comments were taken onboard, and suggested price changes were taken by the committee members:

1. Annual membership fee to increase initially to \$10 effective immediately and perhaps \$20 in the near future.
2. Professional Use (Non-Health) rate to increase to \$50 per day or \$30 per half day.
3. Members use of center - reduce discount to 20% off regular rates.
4. Increase fee for shower/bath use to \$5 per person
5. Increase rate per person to \$25 per day
6. Increase family rate to \$75 per day for whole center hire.
7. Increase rate for 1 Adult, 2 kids to \$50 per day.
8. Increase rate for extra people to \$20 per adult per day.

More changes to come (hope to be complete by the start of the summer holidays), and will be advertised when complete, the center management reserve the right to change these as necessary.

Meeting concluded at 1pm.

Signed - 14/08/2014

Darren Harrison
(President)

Corby Gardener
(Treasurer, P.O.)

Peter Matthison
(Secretary)

Note: Secretary to print and file signed copy.