



Minutes of the Meeting Held in the Edithburgh Institute on 10 March 2020

PRESENT:

Lesley Tilbrook (Chairperson), Peter Bartram (Vice Chairperson), Patricia Bartram, Keryn Dawes, Jennifer Robyn, Mick O'Connell, Stan Szczypiorski, Diana Sweeney (Minute Taker).

Subject to
Confirmation
MEETING OPENED

7.32pm.

1. WELCOME

Chairperson, Lesley Tilbrook, welcomed all to the meeting and thanked them for their attendance.

2. APOLOGIES

Kara Johnson, Ruth Nowlan, Garry Weekley, Jo and Phill Medson, Cr Adam Meyer.

3. CONFLICT OF INTEREST

The Chairperson reminded all members of their requirement to disclose any conflict of interest and provide accurate details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

4. CONFIDENTIAL ITEMS.

NIL.

5. CONFIRMATION OF MINUTES

CONFIRMATION OF MINUTES OF MEETING HELD 11 FEBRUARY 2020.

#60 (10/3/2020)

Moved: Peter Bartram Seconded: Keryn Dawes
That the minutes of the Edithburgh Progress Association meeting held on 11 February 2020, as circulated, be taken as read and confirmed as a true record.

CARRIED

6. MATTERS ARISING

ITEM #: 6.1 MATTERS ARISING.

Nil.

ITEM #: 6.2 REVIEW OF ACTION LIST.

Greening of Blanche Street. L Tilbrook advised that a quote was being sourced for 2 extra trees (as part of Stage 2) to replace 2 dead trees as a result of lack of water and very hot weather.

S Bauer to place smaller plants around the bases of the existing pots.

L Tilbrook requested project be added to the Action List going forward.

Action: D Sweeney to add to Action List.

Solar Lighting for Town Entrance Signs. L Tilbrook advised that she is sourcing a quote from the company who installed the Light Church lighting when they next visit Edithburgh.



Signage. A CSR is to be sent to Council regarding the walking trail sign outside the cemetery, as the Edithburgh end needs the sign to face in the other direction and the Walk the Yorke signage at the bottom of the jetty which is rusted. **Action: D Sweeney.**

Mosaic Plaque. K Dawes to contact T Braund and J Forbes.

Maintenance of Edithburgh area. A CSR is to be sent to Council regarding the general upkeep of the Edithburgh area. Previously, Council advised that staffing issues had affected maintenance schedules. Progress to offer the Council volunteer help from the community to assist the Council in this area. **Action: D Sweeney.**

Water Cart. It was agreed to request Frank Bernhardt proceed with a 600 litre water cart and suitable trailer as per previous correspondence and supply to Progress as soon as convenient. **Action: J Robyn to inform T Braund.**

The CFS has advised that they do not require the existing water cart.

#61 (10/3/2020)

Moved: Patricia Bartram Seconded: Mick O’Connell
That F Bernhardt proceed and supply a 600 Litre water cart and suitable trailer as per previous correspondence for use by the Edithburgh community.

CARRIED

7. REPORTS

ITEM #: 7.1 CARAVAN PARK WORKING PARTY REPORT

Next Meeting – TBA.

The CPWP meeting scheduled for 3/3/2020 was postponed the Park Managers due to an extremely busy period over the March period. Timing and scheduling of meetings will be discussed at the Workshop to be held on 12/3/2020.

ITEM #: 7.2 CARAVAN PARK MANAGERS’ REPORT

J Medson distributed report via email prior to the meeting.

It was agreed that items in the Caravan Park Managers’ report were to be discussed at the CPWP level at a date and time convenient for all.

ITEM #: 7.3 PROGRESS FINANCIAL REPORT.

Report distributed to all members prior to meeting.

1.1 Financial Reports from MYOB

The following reports have been submitted for your consideration:-

1. Balance Sheet for Edithburgh Progress Association as an entity.
2. Profit and Loss for “Jobs”.
3. Profit and Loss compared to previous year.

Commercial Income is \$35K higher than this time last year, \$4K of this is for ASL/ Storage Vans etc paying in advance due to the new fee schedule, the balance is growth in tourism dollars of \$31K.



Expenses have increased by \$107K. Reasons for variance include:-

- Increase in Employee costs as per agreements– approx. \$59K
- Tidal pool contribution (normally paid end of financial year) - \$10K
- Landscape / Grounds / General Maintenance – finishing off 18/19 projects - \$12K
- Council Levy (increased due to increase in last year's turnover - \$4K
- Cleaning materials - \$3K
- Minor Plant - \$2K
- Donations / Sponsorships - \$5K
- 150th Anniversary - \$3.5K

Overall, the net profit for the period July – Feb is \$105K, compared to \$149K last year.

1.2 LTFP & Budget Review

A budget review which shows the Actuals from July 19 – Feb 20 is attached. The CPWP meeting scheduled for March was postponed, so I have provided the information direct to Progress. Proposed changes for consideration are highlighted in yellow.

- Social Media – increased to \$12K. The CPWP decided last year to only run with MOM until December and then redirect funds into the Pt Wakefield sign campaign. An email was sent to the Park Managers in early Feb enquiring about the status of the cancellation, requesting to get some training from MOM re google analytics etc so the information was available for the Tourism Application etc. For discussion with the Park Managers on decision moving forward. I have allowed for another month in the budget allocation – ie March end date. If Progress decide to extend to June, then additional allocation will need to be made here.
- Council Levy is still highlighted as an option for discussion point for funding Soakage issues if the \$1M grant is unsuccessful.
- Progress Advertising – allowance made for advertising administration / finance positions and moving the “Stickers” into Advertising and reducing Souvenirs, now that the stickers are free.
- Removal of Edithburgh Community Grant allocation and redirected this to the Tennis Court Upgrade project.
- Minor Plant – Flora Park – increased this allocation slightly
- Town General Maintenance – reduced from \$10K to \$6K and redirected the \$4K to the Flora Park Entrance sign project.

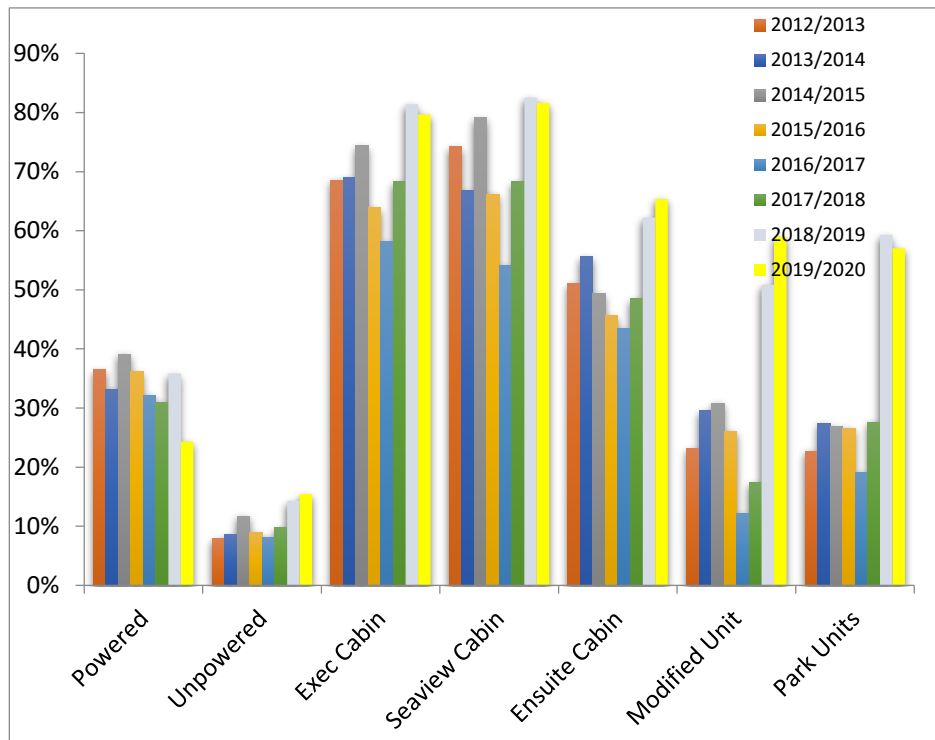
The \$1M grant that was applied for has not been advised yet, but I did receive a phone call on 18th February seeking further information and how the bushfires etc have affected our area. Hopefully the outcome of this grant will be known within the coming weeks.



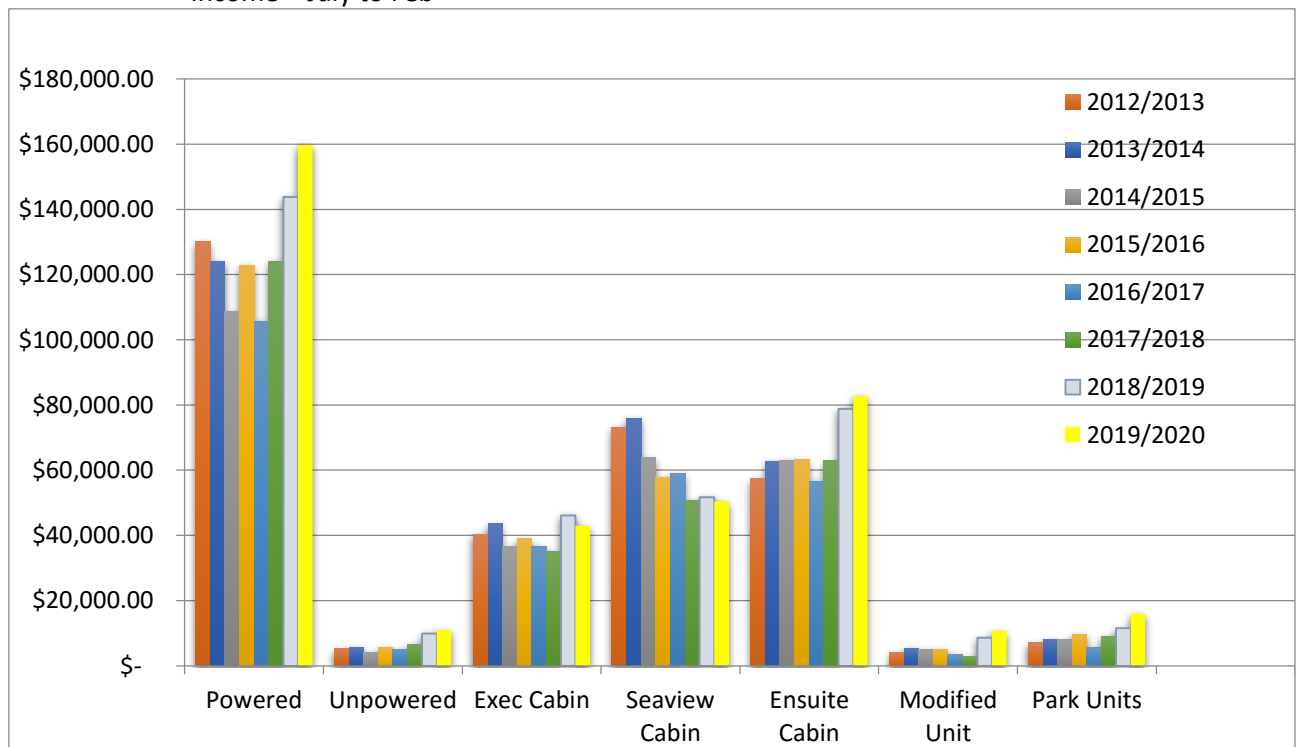
1.3 Occupancy / Income Graphs

Please find enclosed the occupancy and income graphs, as it has been several months since the last CPWP meeting.

Occupancy Rates – July – Feb (previous years annualised).



Income – July to Feb



1.4 Resignation

After the last Progress meeting, I decided that my time with Edithburgh needs to come to an end, which I have conveyed to the Chairperson. My contract includes a three month notice clause and I have suggested to the Chairperson that my end date be 30th June or possibly mid July to ensure all of the end of financial year is complete and audit information prepared.

The bullying and personal attacks that I have endured over the last 2.5 years has finally taken its toll on my health and I have had to seek medical intervention.

I pride myself on my strong work ethic, high standards and professionalism and expect the same from those around me. Unfortunately, I do not feel working with some members on Progress brings out the best in me and, therefore, I can no longer provide my financial knowledge, leadership and management skills to Edithburgh Progress Association.

Since the AGM in 2018, I have really tried hard to put the negativity of the bullying behind me. There were members that were canvassing for “change” at that AGM. Progress did change, they changed the Park Managers, there was a \$140K turn around in 12 months and an increase in occupancy of 20%. The local businesses saw an increase in their turnover etc, but even with the undeniable positive turnaround for the town, in the eyes of some of the community, I have still been a target, with my suggestions not respected or wanted.

The management part of my role which I enjoyed was reduced as a result of community pressure yet, when a disaster occurs, members automatically look to me to solve it, as some of the management component removed from my role has not been reallocated to an experienced person.

I have worked for Edithburgh Progress directly and indirectly via my time with Council for 17 years. Prior to 2.5 years ago, I always felt valued and could contribute to provide my knowledge and skills to make Edithburgh a better place. I have helped the Park grow from a \$394K turnover to a \$850K turnover, a 115% increase in 16 years. I have enjoyed my time working with past members and thank them for the opportunity they gave to me in 2011 when they took me on as their Finance Officer.

Some projects for the community that I have been involved in from 2011/12 since my affiliation with Progress after their Incorporation.

- Grant for Signage along Edithburgh / Sultana Point Walking Trail - \$10K
- Grant from Council for Paving at War Memorial - \$5K
- Grant from Council for Shade Gazebo's - \$1,500
- Grant for Cooee Laptop and Flora Park tools (assisted Admin Officer) - \$3,400
- Grant from Council for Historic Port Signage upgrade - \$600
- Grant for Dump Point - \$2,000
- Grant from AGL for Tidal Pool repairs - \$5,000
- Grant for Tidal Pool Works (provided assistance to Admin Officer) - \$14K
- Town Entrance Signs – coordinated installation



- Grant from Council for Inaugural Day at the Burgh 2016 - \$2,000
- Grant from AGL for Day at the Burgh 2017 - \$3,000
- Grant for Town Entrance Signs – Solar lighting \$2,500
- Volunteered my time for Day at the Burgh 2016 and 2017 – approx. 100 hours @ volunteer rate of \$20/hour = \$2,000
- Volunteer my time for other community organisations in Edithburgh via Auditing, assistance with grant writing etc.
- Reviewed and presented proposal regarding Top Parks transition - \$50,000
- Grant for Edithburgh Tennis Courts - \$25K

Total :-

\$74,000 in Grants,

\$2,000 in donated time for Day at the Burgh and

\$76,000 for Progress

\$50,000 for the Top Parks review (Caravan Park)

\$126,000 in total

If the Grant for the Soakage is successful, that will be another \$1M to add towards my contribution to Edithburgh, because it was my ambition, drive, knowledge, contacts and expertise to have the vision for applying for such a large grant that has made this application possible. If this does occur, the future potential of the Caravan Park is only limited by those who do not have a strong strategic vision.

There is one goal that I am sad I will not be part of - achieving the \$1M turnover mark! If the Park stays on the current trajectory, it will only be 2-3 years away.

The Progress is made up of a group of volunteers, some who do not have a lot of business experience but who want to be part of Progress to make a difference in their community – this is great, as every town needs volunteers to make their community better.

BUT, I urge all of you to consider the best model moving forward at your planning workshop. Progress is handling a \$850K business and needs to have experienced personnel in place, with a suitable management structure to provide support to staff. The current structure of appointing a volunteer representative to the CPWP has not worked.

The lack of support and, unfortunately behaviour, of a couple of Progress members currently and over the last two years towards staff and contractors has been questionable and at times, defamatory. This needs to be addressed and the culture of the organisation changed to ensure that what has happened to me, Steve Eccles and John Edwards does not occur in the future.

1.5 Volunteered Time

Activities that I have volunteered my time for, that are not covered in my current contract:- Nil.



The Progress Committee discussed the finance report as presented and agreed that it was very sad to hear of the Finance Officer's resignation.

It was also noted that there were no complaints from within the committee about the work undertaken by either the Finance or Administration Officer over their time with the Progress Association.

It was further noted that the amount of work undertaken by both the Finance and Administration Officer which has been unpaid was embarrassing to the Committee.

It was agreed that the roles of both the Finance and Administration Officer be covered in the Workshop Meeting to be held 12/3/2020 and the terms of the Finance Officer's notice (remain until mid July 2020) be discussed at that time.

ITEM #: 7.4 TOWN IMPROVEMENTS WORKING PARTY.

(Next Meeting date TBA). To be put on hold until after the Workshop on 12/3/2020.

Item #: 7.4.1 Cooee.

- J Robyn advised there are 4 outstanding accounts to be paid.
- J Robyn passed on Cooee monies. **Action: D Sweeney to pass onto J Forbes.**

Item #: 7.4.2 Edithburgh Markets.

Pat Bartram reported that the markets over the March long weekend were the best ever held, with 16 stalls and plenty of people coming through.

Pat also handed over \$1000 to be put towards the Tidal Pool. Well done Pat. **Action: D Sweeney to pass onto J Forbes.**

It was also reported that there had been a complaint about the markets being moved outside due to the Yorke Peninsula Art Exhibition being held at the Institute over the Easter weekend. It was agreed that the markets could use the Day at the Burgh/Progress shelters on the day to help with weather conditions.

ITEM #: 7.5 A DAY AT THE 'BURGH.

Meeting held on 5/3/2020.

- Minutes to be distributed to Progress via J Robyn.
- Events to be spread over the weekend.
- Approaching the Football Club to have an event on Friday Night.
- Opening for the Art Exhibition to be held on the Saturday – keeping it small as costs were blown out at the 2019 event.
- Market could perhaps do two days over that weekend – Saturday and Sunday.

Saturday – 14 November – History Day.

- A re-run of last year's 150th as it proved very popular.
- Focus now turned from the Salt Industry to the Anniversary of the Fire.



- K Warren (Blaze Aid local representative) to prepare a talk and the ABC coverage of Blaze Aid and the fire at Edithburgh to be shown at the Troubridge Hotel.
- Increase the number of street signs from around 25 to 100 and produce some interpretative signs.
- S Szczypiorski suggested using TAFE students to help with the signage for this event. **Action: D Sweeney to forward signage options to S Szczypiorski.**

ITEM #: 7.6 INSTITUTE REPORT.

(Meeting held 17/2/2020 at 7.30pm)

K Dawes reported the following:

- Salt damp repaired.
- Step has been replaced to the store room.

ITEM #: 7.7 EDITHBURGH MUSEUM COMMITTEE REPORT.

(Meeting 17/2/2020 at 7.30pm).

K Dawes reported the following:

- Quite a lot of visitors into the Museum of late.
- Probus club (20 people) booked to visit on Friday 13/3/2020.
- Workshop meetings to be held to discuss long term plans for Museum.
- Bakehouse is a concern, with lack of volunteers and consignees.
- It was agreed that Janet Martin might be helpful to the Bakehouse. J Robyn to contact K Haddow.
- As the Bakehouse has been a significant contributor, it was agreed that Progress help rejuvenate it.

ITEM #: 7.8 COUNCILLOR'S REPORT.

Cr Meyer spoke to L Tilbrook prior to the meeting.

Cr Meyer tabled an idea for Progress consideration:

- SA Water advertised for SA artists to get creative on a concrete canvas at Belair (similar to the silo murals) and a grant was gained for \$25K to paint a 28 metre water tower.
- Cr Meyer enquired whether Progress would be interested in finding out more about the SA Water grant and also whether Progress would be open to a dollar for dollar contribution in combination with other towns – ie. Stansbury/Yorketown/Edithburgh – and the Council to all work collaboratively on the project.
- All agreed that this project would be worth looking into further. **Action: L Tilbrook to contact A Meyer.**

8. General Business.

VIO Meeting. D Sweeney advised that the proposed VIO meeting set for 27 March 2020 had not been confirmed by Lynn Spurling.

It was also agreed that, as K Godfrey is the VIO for Edithburgh, she be given the opportunity to attend the meeting at Edithburgh (when finally scheduled) and, to facilitate this, agreed that payment be made by Progress for a relief staff member to take on the responsibilities of the Post Office to allow Karen to attend (if she was interested in doing so).



#65 (10/3/2020) **Moved: Keryn Dawes** **Seconded: Jen Robyn**
That Progress fund a staff member to man the Edithburgh Post Office to allow K Godfrey to attend the VIO meeting at Edithburgh at a date to be confirmed.

CARRIED

Old Market Facebook page. D Sweeney reported this page was still active. **Action: J Robyn to follow up.**

Corona Virus and Toilet Paper. It was reported that toilet paper had been stolen from the playground. It was advised that the Caravan Park had older, larger toilet roll holders that would be better served at the playground and to further seek Council's assistance with installation. **Action: L Tilbrook to follow up with J and P Medson.**

YP Art Exhibition. J Robyn reported that entries were down right across the three categories – photography/painting/sculpture - for the Easter Art Exhibition but that the YP Council Project Officer had done a great job advertising both the show and canvassing for entries. The closure date has now been extended to 15 March 2020 and each person is permitted six entries.

J Robyn also reported that there are only 13 sculptures entered to date and that herself and T Braund had contacted artists to encourage them to put an entry into this exhibition which will be held at Edithburgh.

The Bra Lady will be doing a segment for ABC Backroads – filming will occur around Edithburgh.

Dog Walk – Cemetery Road to Foreshore. It was suggested that two stools that were at the Bowls Club be relocated under the trees opposite the golf course to provide a rest spot for walkers.

Beach Road. It was noted that Edithburgh cemetery was the only cemetery on the Peninsula not serviced by a bitumen road.

Swimming Pool Committee Meeting. To be held on 11/3/2020. Coastal Protection has advised that there are no objections to constructing a groyne (to be investigated further).

It was also reported that twice in the past 3 months, youths have been drinking at the Tidal Pool during the day and that a sign requesting no alcohol and no glass should be erected.

Fires. P Bartram did an interview with the ABC as a follow up to the bushfires and informed them that the Progress Association was looking at strategies with regard to combatting bushfires in the future and that Sultana Point is a big concern, with only one road in and out of the township.

Uniting Church. P Bartram reported that the drain at the Uniting Church was very dangerous. **Action: P Bartram to lodge CSR.**

Red Cross and blood donations at Yorketown. K Dawes advised that the Red Cross was door knocking the area to see how everyone has progressed since the bushfire in November 2019. He also reported there is now nowhere to give blood at Yorketown (with no notice given before the serviced closed).

J Forbes and D Sweeney Resignations. Progress members expressed their sadness and disappointment at the resignation of both Jo Forbes and Diana Sweeney.

There were many comments about their professionalism during their time with Progress and Progress passed on their thanks for the efforts of both over the many years they have worked for Progress.



MEETING CLOSED

9.36PM

Lesley Tilbrook, Chairperson

DATE OF NEXT MEETING – 14 April 2020.

