

MINUTES OF COMMITTEE MEETING

Date:	Tue 14 Mar 2023
Time:	4pm
Place:	32 Church St Dwellingup
Attendees	Colleen Sing, Cara Samski, Kim Birmingham, Chris Portlock, Marg Noble, John Cusack, Lucy Miles, Colleen Warr
Apologies	

Item	Description	Actions
1	Associations Information Statement for YE 2022 was recently submitted.	Chair
2	<p>Website Cara, Marg and met on Mon 13 Mar and established a website (dwellingupcommunity.com) that allows DCC to attach documents such as minutes and audited accounts. John is meeting with Krystal Dawe on Wed 15 to advance website.</p> <p>Proposed Tabs</p> <ol style="list-style-type: none"> Home: Logo, photo, DCC description, updates, whats on Members Membership Documents: Minutes, Constitution, Financial Reports Volunteers Sub committee Dwellingup Discovery Forest Teenz Airport Representations Dwellingup Futures Dwellingup Adventure Trails Activities and Services Events Bush Riders Mountain Bike Team Community Updates 	Chair
3	<p>First Aid We need to evaluate potential sites for the First Aid Kits and make a proposal to the DCC members as to where these kits are installed. If agreement on the sites or acceptance of the Grant cannot be reached, we return the Grant money to Alcoa. There is already a signed Loan Agreement with Alcoa. Christine Hunter is assisting with optimising content value.</p>	All

	<p>Potential sites include;</p> <ul style="list-style-type: none"> • Primary School • Forest Discovery Centre • Marrinup Trail Head (end of Camping Ground) • Dwaarlindjirraap (next to proposed kiosk) • Murray Valley Roost • Any others to be suggested by DCC <p>Important location considerations include;</p> <ul style="list-style-type: none"> • Number of people regularly in that location. • Distance from existing Defibrillators at the Dwellingup Trails and Visitor Centre, Blue Wren and Community Village. • Availability of trained personnel (Defibrillator does not need trained personnel as there are clear and easy instructions for use and requires mob phone reception for access PIN, but First Aid Kit needs to be in secure location) • Training and First Aid Kits (3 items do not need to be in the same location). • Satisfactory agreements where necessary, associated with a module location. 	
4	<p>Banners The Event Team is providing an image to include on the banner, and Stikit Solutions is providing a manufacturing quote from for 5 banners, so committee can submit a printing quote to the DCC members for approval.</p> <p>The DCV are having Stikit Solutions print 5 banners for the Centenary of the Hospital, with banners intended for the Street Banners until the main event on Sun 28 May.</p> <p>Kim to straighten posts after next week</p>	
5	<p>DCC Name Change Not a priority to pursue at this stage</p>	
6	<p>Upcoming Meetings Shire Community Meeting re UCI – 1st week of Apr (Committee to suggest day and time) DCC General Meeting – before or after Shire meeting (Committee to suggest day and time)</p>	
7	<p>Other Business Seek DCC approval to pay registration and jersey shirts for Bush Riders Team Investigate Gdrive or cloud based stem to hold DCC information</p>	
8	Meeting Closed 5.45pm	Chair