

COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
Meeting date	Wednesday, 6 July 2022
Location	Zoom
Chair	Michael Dawes
Present	<p>Committee members: Adrian Alexander (AA), Kesh Anand (KA), Judy Simpson (JS), Mai Mullins (MM), Mary Ann Irvin (MI), Michael Dawes (MD), Plamen Bassarov (PB), Peter Wang (PW), Winsome Byrne (WB)</p> <p>APA members & guests: Monique</p>
Apologies	David Roberts (DR), Deepak Nair (DN)
Disclosure of interest	None
Meeting opened	7:47 PM
Meeting closed	10:02 PM

MINUTES

1. Meeting Introduction

1.1 Welcome

The Vice President took the Chair and, noting that a quorum was present, opened the meeting at 7:47 PM.

1.2 Confirmation of previous minutes

The 1 June 2022 meeting minutes were accepted.

Proposed: Adrian Alexander Seconded: MaryAnn Irvin Motion: Carried

1.3 Correspondence

Email correspondence is documented by the Secretary and circulated before the monthly meetings. When an item of correspondence requires follow-up, it is forwarded to the appropriate committee member and noted in the circulated report. The return email actioning the enquiry is copied to the Secretary.

1.4 Acknowledgment of Jordana Goodman's passing

The executive committee would like to acknowledge Jordana Goodman, who passed away peacefully a few weeks ago at her home. Jordana was not only an APA Executive Committee member who contributed to the APA for a number of years, she was a friend to the APA, and she was also a disability advocate. In honour of her memory and as per Jordana's wishes, the APA donated to the Physical Disability Council of NSW. Vale Jordana Goodman.

2. WCC Councillors Update

2.1 Monthly update

- The July monthly update provided by Cr. Anna Greco was reviewed and discussed in general. No specific questions were raised.
- Outstanding actions from the previous month:
 - Action: GR follow up about the Artarmon east side old library site masterplan
 - Action: GR follow up about the current status of the Artarmon Pavilion/Bowling Club and when it will be considered by the Willoughby Local Planning Panel

3. Business arising from previous minutes / outstanding actions

Summary of meeting with new Willoughby MP, Tim James

3.1 Improvements to Pacific Hwy/Mowbray Rd intersection

- Tim James agreed at the recent APA Public Information Meeting that the intersection needs improvement and recognises that doing so would reduce rat running in Artarmon.
- A meeting was to be organised to discuss the intersection with Council, Councillors, and the APA but there has not been an update on the meeting. MD has already followed up.
- Action: MD to continue to follow up on the meeting

3.2 Request to reconsider inaccessible east-side access to Artarmon Station

- Tim James suggested at the recent APA Public Information Meeting for less ambitious alternatives to a lift and that the APA should garner further support from the community for this option.
- MD forwarded previous correspondence to TJ (sent originally to the former Willoughby MP) that includes a suggestion the APA made in June 2020 to consider a ramp.
- The APA various methods to garner community support such as change.org petitions and how APA might strengthen the case.

3.3 Proposed Herbert Street Precinct (RNHS) development concerns

- TJ supported the use of the site for medical-related purposes and was committed to two new schools in the electorate, but not on the RNSH site.

Concerns/submissions in progress with WCC

3.4 Village Green upgrade and bench donation idea

- MD has received the large format 30-page double-sided plans which are too large to be scanned to digital format for sharing with the executive committee however MD provided a verbal summary of the plans and has already sent off some questions to WCC Councillor GR
- There are some concerns about the balustrades, drainage, and planting species
- MD spoke to WCC CEO about the bench idea who suggested it could be emailed to her if the APA wishes to donate the bench
- The APA discussed the possibility of donating the bench in Jordana Goodman's name
- MM and AA advised there has been precedent in the local area with other benches being donated (e.g. there is one in Artarmon Reserve and CastleCrag PA recently was approved by WCC to donate a bench)
- Action: MD to ask to continue to progress on the bench by sending the idea to WCC CEO

3.5 Review of the Hampden Rd Streetscape Improvement plans

- WB suggested it would be helpful to publish a timeline of events in the next Gazette so people know how and when it will help them
- Action: WB will follow up with WCC again

APA's ongoing initiatives/priorities

3.6 Vision for East Artarmon (old library site, Wilkes Ave, Cameron Ave carpark etc)

- AA also advises no update
- The APA is also waiting on a response from Council on the previous 2006 masterplan for the old library site
- Action: GR to follow up on the Artarmon Library Masterplan from 2006

3.7 APA community engagement & membership drive – Artarmon Public School photo competition

- A summary was provided to the executive committee on the proposed Artarmon Public School (APS) photo competition and the executive discussed some of the finer planning details which included some points as follows:
 - Whether the competition should be moved from Year 2 to Year 6
 - Whether the competition should be moved to Dec 2022 or March 2023 and the pros and cons of each (new school year very busy)
 - Requirement for a premium version of a WordPress plug-in that provides the ability for voters to register and select a photo
- Action: PW to continue discussions with Malvina Crastin, APS P&C President
- Action: Approval granted to purchase a premium version of the plugin that allows image gallery voting
- Action: Another meeting to be set up to continue planning and logistics
- Action: PW to look into providing privacy by suppressing children's names on the website

3.8 Upgrade the APA website

- The website has now been upgraded and made live!
- There are some minor corrections/changes to be made which will be handed over from MM to PW
- Going forward, all website changes and maintenance should be directed to PW
- Action: MM to complete handover of website backlog items to PW

3.9 Love our Locals – APA Voucher Scheme

- MD will put the draft documents on the APA SharePoint site and asks the committee to review and put comments in the document
- MD advises the reason the APA wishes to apply for the grant is that the AVI is not a corporation
- Action: Please join the meeting next Tuesday 12 July if you are able to by letting GR know if you would like to attend
- Action: Committee members to review the proposed APA Voucher Scheme

4. President's Items

None, as the President's role has been vacated.

5. Committee Reports

5.1 Gazette update

- WB looking for stories for the next Gazette plus a topic for the upcoming PIM in September. Further discussions on speakers for upcoming forums included:
 - MD suggested having WCC CEO Deborah Just attend as a regular agenda item at PIMS
 - KA asked if we could put together a list of PIM topics run to date
 - MD suggested having notable Artarmon residents speaking on different topics of interest
 - KA suggested running an ad to ask people who live in Artarmon if they have interesting backgrounds or stories or hobbies to share and speak at the next PI
- An advertisement was included for the Advertising Coordinator position
- Action: AA to write a story on the History Project (if time permits)
- Action: Mai to compile PIM topics to date

5.2 Gazette print run numbers – recent challenges and proposal to reduce the print run size

- A meeting was organised, and the printers gave assurance they would bundle the editions to APA requirements
- The APA and the Gazette Distributor Coordinator have agreed to keep the print numbers as is
- This item can be closed

5.3 Treasurer's Report

- Treasurer's Report was circulated prior to the meeting

5.4 Federation of Willoughby Progress Associations update

- No update

5.5 Social media trial

- MM reports the APA Facebook Page has been set up but so far there has been nothing to post

5.6 Traffic and parking portfolio update – parking in the school

- KA provided an update on the issue of the lack of a kiss-and-ride at Artarmon Public School and plans that the school has begun to initiate
- Action: KA to send a longer email with update

6. Any other business

6.1 Election of new APA President

- The current APA President, Ashish Sethi has resigned due to no longer being an Artarmon resident. The executive committee acknowledge AS's efforts and wish him all the best.
- Nominations for the new APA President were as follows:
 - Kesh Anand
 - Nominated by Winsome Byrne, seconded by Michael Dawes
- Voting: All were in favour.
- Action: MM to commence onboarding activities for KA

6.2 Filling APA Memberships Manager role

- MM asked if there was a requirement for an APA Membership Manager anymore given the APA Mailchimp sign-up now automates membership and broached the idea that perhaps the APA needed a Community Engagement manager?
- With the passing of the APA Membership Manager, MM reminded all executive members to ensure they had trained one other person in the exec on what they did (or document it in the APA SharePoint) for redundancy.
- Action: MD to train up others to use Mailchimp
- Action: MM to amend the Agenda by moving Open Forum to the top

7. Open Forum

None.

Meeting closed: 10:02 PM

Next meeting & date	Wednesday, 6 July 2022
Time	7:40 PM for 7:45 PM start
Location	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064