

COMMITTEE MEETING – MINUTES

| MEETING INFORMATION | |
|-------------------------------|---|
| Meeting date | Wednesday, 5 July 2023 |
| Location | Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064 |
| Chair | Kesh Anand |
| Secretary | Mai Mullins |
| Present | <p>Committee members: Adrian Alexander (AA), David Roberts (DR), Kesh Anand (KA), Mai Mullins (MM), Michael Dawes (MD), Peter Wang (PW), Plamen Bassarov (PB), Winsome Byrne (WB)</p> <p>Guests: Cr. Anna Greco, Cr. Nic Wright</p> |
| Apologies | Glenda Hewitt (GH), Judy Simpson (JS), Mary Ann Irvin (MI) |
| Disclosure of interest | None |
| Meeting opened | 7:46 PM |
| Meeting closed | 9:18 PM |

MINUTES

1. Meeting Introduction

1.1 Welcome

KA took the Chair and, noting that a quorum was present, opened the meeting at 7:46 PM.

1.2 Confirmation of previous minutes

The 7 June 2023 meeting minutes were accepted.

Proposed: Winsome Byrne
Seconded: Adrian Alexander
Motion: Carried

2. WCC Councillors Update

2.1 Monthly update

- Councillors Greco and Wright were in attendance.

- Cr Greco also supplied a monthly report
- The committee spoke briefly about the annual budget for Artarmon streetscape and that the ongoing budget for tree management was not able to be funded
- Cr Wright shared an update about a possible solution for parking for Artarmon shops which is to allow parking at the new Kiss and Ride spots outside of school pickups/drop-off days and times
- The committee also queried about the progress of the Bowling Club because construction has not commenced. Cr Greco advised that certification is still pending before the works can continue.
- Cr Wright asked for feedback on the Artarmon Streetscape Upgrade. The committee provided the following:
 - Request to understand the construction order (e.g., Why is the road left uneven, and why was it dug up/scraped first?)
 - Feedback on the dips on Hampden Rd, which are hazardous
 - Request for more frequent updates/comms from Council on the progress
 - Request to look after the street library
 - Road safety concerns with drivers behaving differently due to the road changes
 - Request for Jessica to provide more updates to the school so the principal can send out emails to the parents
 - Has the request for moving the traffic lights come through?
 - Request for bench donation update
- Cr Wright gave an update that a Planning Advocate has been funded and approved

2.2 Guest open forum

None

3. New items for discussion

None

4. Business arising from previous minutes / outstanding actions

APA's ongoing priority initiatives

4.1 Love Your Locals – APA voucher scheme

- MD asked for more volunteers to carry out the Saturday morning card collection
- WB gave feedback that the shopkeepers have asked for an update on which shop was selected for the \$50 voucher
- Action: MD to send an update email to the shops once winners have chosen their shop

4.2 Village Green upgrade and bench donation vote

- MD has sent the request through but hasn't had a response yet
- Action: MM to add to the list of items for councillors to follow up

4.3 Photo Competition

- PW provided an update that posters have gone up at the school however the entrants have been low in numbers
- The committee discussed extending the deadline
- Action: The sub-committee (DR, WB and PW) to meet to discuss

Matters with the MP for Willoughby

4.4 Improvements to Pacific Hwy/Mowbray Rd intersection

- No update

Concerns / submissions with WCC

- None in progress

5. President's Items

5.1 Community Event

- KA and DR gave an update on the community event and possible activities/people
- DR advised when requesting membership using the APA website form, there is no autoreply which is not a great customer experience.
- The committee discussed perhaps an auto responder would reply with "Thank you for your application. Someone will be in touch shortly". This solution allows the APA Membership Manager to follow through with a more personal email as per the current process.
- Action: MM to check how many membership request emails were received in the last 6 months
- Action: GH and PW to set up an autoresponder message

5.2 Future PIMs

- WB to contact Artarmon PS principal for a possible topic
- The committee also discussed other possible speakers and topics

6. Committee Reports

6.1 Gazette update

- The Editor provided an update that a front-page story is required, however the rest of the Gazette is well covered. Advertising is in hand.
- The committee discussed potential stories and agreed the topic would be the upcoming referendum on The Voice to Parliament
- DR raised difficulties with a debtor
- Provision for the bank debt of \$740 for Auto Plus advertising
- Action: DR to investigate legal options (Ian McGill)
- Action: MM to set up Editor and Advertising mailboxes for WB and DR

6.2 Treasurer's Report

- The Treasurer provided the written report – there were no questions

- AA shared that a follow-up call is required to rectify the APA's name before the new banking arrangements can be initiated

6.3 Federation of Willoughby Progress Associations (FWPA) update

- None

6.4 Social media trial

7. Any other business

- MD asked the Secretary to send an email of condolence to the widow of a Gazette Distributor who had recently passed away.
 - Action: MM to draft a letter
- MM raised whether the meetings could be brought earlier to perhaps 7pm or 7:30pm, now that the hall is available
 - Action: KA to confirm if earlier time is possible given personal commitments

Meeting closed: 9:18 PM

| OPEN ACTIONS LOG FOR LONGER ITEMS | | | |
|-----------------------------------|---|---------|------------|
| # | Item | Owner | Date added |
| 2023.2 | Document APA roles, responsibilities, processes | MM & KA | 01/02/2023 |

| PENDING / PARKED INITIATIVES | | | | |
|------------------------------|---|-------|--|------------|
| # | Item | Owner | Next Steps | Date added |
| 2022.1 | Vision for East Artarmon (old library site etc) | AA | Share draft plans for East Artarmon | 01/08/2022 |
| 2022.2 | Proposed Herbert Street Precinct development concerns | MD | Parked pending any updates from the State government | 03/08/2022 |

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| Next meeting & date | Wednesday, 2 August 2023 |
| Time | 7:40 PM for 7:45 PM start |
| Location | Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064 |