

COMMITTEE MEETING – MINUTES

MEETING INFORMATION	
Meeting date	Wednesday, 6 September 2023
Location	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064
Chair	Kesh Anand
Secretary	Mai Mullins
Present	<p>Committee members: David Roberts (DR), Glenda Hewitt (GH), Kesh Anand (KA), Mai Mullins (MM), Plamen Bassarov (PB), Mary Ann Irvin (MI), Peter Wang (PW)</p> <p>Guests: Cr. Georgie Roussac</p>
Apologies	Adrian Alexander (AA), Judy Simpson (JS), Michael Dawes (MD), Winsome Byrne (WB)
Disclosure of interest	None
Meeting opened	8:03 PM
Meeting closed	9:20 PM

MINUTES

1. Meeting Introduction

1.1 Welcome

KA took the Chair and, noting that a quorum was present, opened the meeting at 8:03 PM.

1.2 Confirmation of previous minutes

The 2 August 2023 meeting minutes were accepted.

Proposed: David Roberts

Seconded: Peter Wang

Motion: Carried

2. WCC Councillors Update

2.1 Monthly update

- Councillor Roussac was in attendance.
- The committee asked for key highlights from the recent council meeting. Cr GR shared an upcoming consultation on a proposed Special Rates Variation (SRV). GR asked for people to keep an eye out for the public consultation and to have their say.
- The committee also spoke about the Hampden Road Streetscape Planting and the proposal prepared by Cr Greco to replace six invasive exotic plant species with Australian natives. Some committee members were not included in the circulation and so it was agreed to allow committee members time to review and to hold an out of session vote by Friday 8 September 2023.
- Action: MM to send out a vote out of session
- Action: KA to send a note to thank Cr Greco for the job of putting the proposal together

2.2 Guest open forum

None

3. New items for discussion

Building the next level of volunteers within the APA

- DR, KA and MM had separately observed that organising initiatives on behalf of the APA often meant one or two committee members would primarily lead and execute the initiative, with many committee members already engaged in other work and initiatives for the APA.
- The observation is that the APA seemed to lack the next level of volunteers who could be called upon to help out.
- KA remarked that the exception might be with the Artarmon Gazette distribution where some twenty-something distributors helped with delivering the Gazette
- DR wondered if there was a way to increase the pool of people to alleviate dependency on single individuals doing key activities such as editing the Gazette.

4. Business arising from previous minutes / outstanding actions

APA's ongoing priority initiatives

4.1 Listening Post Event – Sat 9 September 10am-2pm

- The committee confirmed the final logistics and coordination for the event
- The posters were passed around

4.2 Love Your Locals – APA voucher scheme

- MD absent however had asked for more volunteers to carry out the Saturday morning card collection. MI is able to volunteer.
- Action: KA to add MI to the LYL Whatsapp group

4.3 Village Green upgrade and bench donation vote

- MM has sent the request through to the Councillors to ask for an update. Awaiting response

4.4 Photo Competition

- The Photo Competition award ceremony took place at Artarmon PS assembly earlier this week
- DR shared a debriefing on the voting of the competition and the committee discussed ideas for future competitions

Matters with the MP for Willoughby

4.5 Improvements to Pacific Hwy/Mowbray Rd intersection

- No update

Concerns / submissions with WCC

- None in progress

5. President's Items

5.1 Upcoming PIM – 7:45pm Wednesday 13 September 2023

- The President confirmed the speaker

6. Committee Reports

6.1 Gazette update

- The Editor was absent but provided a written report in advance. In summary, it was a particularly difficult edition with a different designer and a few stories that were not available. The Editor asked for support for the next edition.
- Action: As DR will be away during production of the next edition, the Editor would appreciate any help in coordinating or chasing up e.g. advertisers. If you're able to help, please contact her.

6.2 Treasurer's Report

- The Treasurer was absent. Reports were provided in advance. There were no questions.

6.3 Federation of Willoughby Progress Associations (FWPA) update

- No update

6.4 Social media trial

- The APA now has 97 followers on Facebook.

7. Any other business

- **Preparations for the November AGM**
 - The Secretary reminded the committee that the APA Annual General Meeting was coming up and asked the committee members to please review the coordination checklist.

Meeting closed: 9:20 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 ITEMS

#	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

Next meeting & date	Wednesday, 4 October 2023
Time	7:40 PM for 7:45 PM start
Location	Artarmon Library Hall, 139 Artarmon Rd, Artarmon NSW 2064