

BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

22 February 2022 at 0900 at 87 Wells Rd

Subject	Discussion	Action
Present:	<p>John McCarthy (JMcC) – <i>President</i> John McMahon (JMCM) – <i>Vice President</i> David Hill (DH) – <i>Secretary</i> Peter Keenan (PK) – <i>Treasurer</i> Alan Holliday (AH), Don McDonald (DMcD), John Knight (JK), Paul Crompton (PC), Charlie Rosa (CR), Ian McLennan (IMcL), David Wells(DW),</p> <p>New Committee Member candidates - Rob Carseldine (RC), Anthony Mason (AM),</p>	Noted.
Apologies:	Richard Payne (RP)	Noted.
New Committee Members:	<p>Proposal under Rule 57 for BMS Committee to appoint two new members, Rob Carseldine and Anthony Mason, onto the Shed Committee.</p> <p style="text-align: center;">Moved by JMcC and Seconded by AH.</p>	Motion Carried
Minutes of Previous Meeting:	<p>The Minutes of the Previous Meeting which had been issued to Committee prior to meeting were tabled "As-Read".</p> <p>It was proposed that the minutes were a true and correct record of the proceedings of the previous meeting.</p> <p style="text-align: center;">Moved by DMcD and Seconded by IMcL.</p> <p>Matters arising:</p> <p>1. Update on Wells Rd building and Bonanza Rd building leases: BMS has reviewed / commented on both draft leases from BCC. Feedback from is that BCC received our comments in positive light and is seeking to modify the (standard) lease drafts documents accordingly.</p>	<p>Noted.</p> <p>Motion Carried</p> <p>Noted</p>

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<p>Minutes of Previous Meeting (cont):</p>	<p>2. Update on Bonanza Rd internal layout review: DW reviewed the layout of the Bonanza Rd building and reached the following conclusions :- Incremental changes be made to accommodate the new 3x equipment items while we await finalisation of Wells Rd building lease.</p> <p>The immediate changes to Machine Room are:=-</p> <ul style="list-style-type: none"> • Seal east end door (near oscillating sander) to tool room. • Location swap of 2x band saws with 2x drop saws. • New Wide Belt Sander to be located on west end of machine room • New Jointer to be located adjacent to Thicknesser <p>Place new Vertical Panel Saw on north wall of main Workroom near rear door.</p> <p>Further incremental changes to be made when the internal mods to Bonanza Rd building are completed (2023-4?).</p> <p>3. Update on trial of a video security camera at rear entrance: AH has undertaken a review of the market and offers the following for consideration:</p> <ul style="list-style-type: none"> • Assuming both buildings require security system (which was agreed by committee) the recommendation is one system for each building (i.e stand-alone). • Cameras and controller should be networked with cable (not Wi-Fi) • Approx. cost of \$1000 based on 2x SWAN systems with no UPS) • Need to confirm if this satisfies BCC lease requirement for a “Security System” 	<p style="text-align: center;">Noted</p> <p style="text-align: center;">Noted</p>
<p>Finance Facilities, Equipment, Projects & Social Sub-Comms:</p>	<p>Reports were provided by Sub Committees conveners for the period since previous meeting. Verbal report provided by Social Sub Com (AM).</p> <p>Matters arising:</p> <p>1. Finance: Approval of reimbursements for the past period Moved by D Secoded by AH</p>	<p style="text-align: center;">See Attached.</p> <p style="text-align: center;">Motion Carried</p>

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<p>Finance Facilities, Equipment, Projects & Social Sub- Comms (cont):</p>	<p>2. Update on Membership Renewals : Membership renewals paid for 2022-23 period currently stands at 37.</p> <p>3. Equipment: CR expanded on the written report.</p> <p>4. Projects: See report. DW also noted:</p> <ul style="list-style-type: none"> • Quiet start to 2022 project activity, but good stream of small work for local residents • Review of 2021 period shows Shed received over \$2000 in donations. • There is a fine line on how much we 'tout' for additional projects. Committee agrees we keep it active but low profile. <p>5. Facilities : JK expanded on the written report.</p> <p>6. Social : AM was appointed as Convener (with RP moving to Sydney) Planning for one 'event' (guest speaker, etc) per month. Shed BBQ will follow each event.</p> <p>Reports accepted: Moved by PC Seconded by JMCM</p>	<p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Motion Carried</p>
<p>New Business:</p>	<p>1. Proposal to establish a new Sub Committee to run the new 'Quiet Activities' in Wells Rd Building.</p> <p>Moved by DH Seconded by JMCC</p> <ul style="list-style-type: none"> • DH appointed Convener with Rob Carseldine as 2IC. After period of knowledge transfer the roles will reverse with RC being Convener and DH as 2IC. • Need to get Members involved / contributing to activities 	<p style="text-align: right;">Motion Carried</p> <p style="text-align: right;">Noted</p>

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<p>New Business (cont):</p>	<p>2. Proposals for Treasurer to create a Shed Annual Budget.</p> <p>The purpose is to show how BMS funds are planned to be allocated for future Shed needs. The current system only shows disbursements and available balance, when in fact a significant portion of 'available funds' are committed. It would be very useful to document the following :</p> <ul style="list-style-type: none"> • Annual projected revenue from :- <ul style="list-style-type: none"> ▪ Membership ▪ Donations ▪ Other sources such as Bunnings SS • Annual specific spending areas, for example.... <ul style="list-style-type: none"> ▪ (potential) building lease rentals = \$1000 ▪ (potential) building services outgoings = \$1000 ▪ Events / Guest Speakers and BBQ (10x) @ \$250 = \$2500 ▪ Facilities (building) maintenance = \$1000 ▪ Workshop consumables (sandpaper, glue, etc) = \$500 ▪ Preventative maintenance program on fixed equipment = \$1000 ▪ Annual Shed Xmas Luncheon subsidy = \$2000 ▪ Equipment repairs (minor breakdowns, blades, etc) = \$1000 ▪ Fixed Equipment Replacement Fund = ?? ▪ new 'Quiet Activities' in Wells Rd building = \$2000 <p>Further discussion needed on some points -</p> <ul style="list-style-type: none"> • The amount appropriate to hold in reserve? • Should we document Actual vs Planned and report regularly? • Need to match 'Chart of Accounts' with proposed budget (for MYOB) <p>Committee agreed that this was a good way to proceed and asked Treasurer and Secretary to prepare further details with aim of presenting first Annual Budget at 1st July 2022 for the 2022-23 Financial Year.</p> <p>Proposal acceptance: Moved by RC Seconded by PK.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Action Treasurer & Secretary</p> <p>Motion Carried</p>
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BAYSIDE MEN'S SHED GROUP Inc

MINUTES OF COMMITTEE MEETING

22 February 2022 at 0900 at 87 Wells Rd

Next Meeting:	10 May 2022	Action Secretary
Meeting Closed.	Meeting closed at 1045	

BAYSIDE MENS SHED GROUP
TREASURER'S REPORT 21/2/2022
RECEIPTS AND PAYMENTS 6/12/2021 TO 18/2/2022

DATE	RECEIPTS	PAYMENTS	DESCRIPTION	ADDITIONAL DESCRIPTION
7/12/2021	110.00		DEPOSIT - CASH VARIOUS	Weekly fees
10/12/2021	59.10		DEPOSIT - CASH VARIOUS	
10/12/2021		-63.00	PAY ANYONE ANZ297604752Inv 00007635 0176121321Ace Saw Services	
13/12/2021		-50.00	PAY ANYONE CUS00010514 Carbatec purch 0176200499Luciano Rosa	
13/12/2021		-65.77	PAY ANYONE WBC551117 Refreshments 5/8 0176200465John Knight	
13/12/2021		-64.39	PAY ANYONE CUA10497884 Refreshments 0176200424Kelvin Power	
15/12/2021	70.00		DEPOSIT - CASH WEEKLY FEES	
15/12/2021	60.00		DEPOSIT - CASH TOOLS SOLD	
15/12/2021	615.00		DEPOSIT - CASH RAFFLE	
16/12/2021		-84.70	PAY ANYONE CBA10021182 Raffle expenses 0176228295 R H & J Payne	
16/12/2021		-2,865.00	PAY ANYONE BBL130265309Inv 01042 0176228252SandringhamFootball Club	Christmas luncheon (less \$600 dep)
16/12/2021		-200.00	PAY ANYONE CUA10497884 BELONG to 12/21 0176228269Kelvin Power	Internet service
16/12/2021	5.00		DIRECT CREDIT POWER 0100446351 Weekly	
17/12/2021	20.00		DEPOSIT - CASH WEEKLY FEES	
22/12/2021		-3,836.90	Osko Payment Sent Quote 4365440 Carbatec Pty Ltd 166250973	Oscillating belt Sander & 8 inch Helical Head Jointer
22/12/2021		-250.00	Osko Payment Sent Dep Inv 6260 Machinery Maintenance 166240971	Deposit - Vertical Panel Saw
22/12/2021	5.00		DEPOSIT - CASH TOOL SALE	
22/12/2021	20.00		DEPOSIT - CASH XMAS LUNCH	
22/12/2021	90.00		DEPOSIT - CASH WEEKLY FEES	
23/12/2021		-80.57	Osko Payment Sent Sandpaper & nails Luciano Rosa 166449519	
24/12/2021		-26.55	Osko Payment Sent inv 00008079 Ace Saw Service P/L 166976056	
24/12/2021	30.00		DEPOSIT - CASH WEEKLY FEES	
2/01/2022		-60.10	PAY ANYONE CBA10015572 CAV fee Annual Sta 017637555DJ & HA Hill	
5/01/2022	51.00		DEPOSIT - CASH WEEKLY FEES	
7/01/2022	50.00		DEPOSIT - CASH WEEKLY FEES	
7/01/2022	5.00		Osko Payment Received John Flint JOHN FLINT 170042109	
8/01/2022	45.00		Osko Payment Received Zaar Saw Router Zaar Hai 170427383	
10/01/2022	5.00		Osko Payment Received John Flint JOHN FLINT 170664181	
12/01/2022	80.00		DEPOSIT - CASH WEEKLY FEES	
13/01/2022	20.00		DIRECT CREDIT R J CARSELDINE 0106388635 BUY DRILL DONATION	
17/01/2022	79.00		DEPOSIT - CASH WEEKLY FEES	
17/01/2022	5.00		Osko Payment Received John Flint JOHN FLINT 172493329	
20/01/2022		-107.29	PAY ANYONE CUA10497884 Refreshments 0176534169Kelvin Power	
21/01/2022	50.00		DEPOSIT - CASH WEEKLY FEES	
24/01/2022	5.00		Osko Payment Received John Flint JOHN FLINT 174431518	
25/01/2022	70.00		DEPOSIT - CASH WEEKLY FEES	
25/01/2022	200.00		DEPOSIT - CASH WORK DONE	
28/01/2022	30.00		DEPOSIT - CASH WEEKLY FEES	
1/02/2022	60.00		Osko Payment Received For 6 pardalote boxes deliver> FRIENDS OF NATIVE WI 176423244	
1/02/2022	50.00		Osko Payment Received Sabina/John McMahon Ms Sabina Karin Ross 176758738	
2/02/2022	95.00		DEPOSIT - CASH WEEKLY FEES	
3/02/2022		-163.73	PAY ANYONE ANZ593829403Tools etc 0176666195Don McDonald	Tools etc.
3/02/2022	50.00		DEPOSIT - CASH NORMA GARDEN SEAT	
3/02/2022	5.00		Osko Payment Received John Flint JOHN FLINT 177302644	
4/02/2022	35.00		DIRECT CREDIT R J CARSELDINE 0111372154 CARSELDINE - RENEW	
4/02/2022	35.00		DIRECT CREDIT HEATHER HILL 0111374484 David Hill RENEW	
4/02/2022	35.00		Osko Payment Received Men Shed Renew membership GULLSTARE PTY LTD 177782028	
4/02/2022	35.00		Payment Received RS to Shed ROBERT STANTON 177766706	
4/02/2022	35.00		Osko Payment Received Charlie Rosa Membership renew> LUCIANO D ROSA 177753125	
4/02/2022	40.00		DEPOSIT - CASH WEEKLY FEES	
4/02/2022	35.00		Osko Payment Received John Knight Annual Sub JOHN KNIGHT 177694019	
5/02/2022	35.00		Osko Payment Received John Flint RENEW MEM JOHN FLINT 178067165	
5/02/2022	35.00		Osko Payment Received Alan Gingold - RENEW MEM ALAN GINGOLD 177969592	
6/02/2022	35.00		Osko Payment Received Member fees2022 MALCOLM GARRA> Malcolm John Garratt 178299887	
6/02/2022	35.00		Osko Payment Received Don McDonald 178161526	
7/02/2022	35.00		DIRECT CREDIT Richard Garside 0111699913 Garside Renew Mem	
7/02/2022	5.00		DIRECT CREDIT POWER 0111602726 Weekly fees	
7/02/2022	35.00		DIRECT CREDIT HARRY HAKMAN 0111554183 Harry Hakman Renew	
7/02/2022	35.00		DIRECT CREDIT Allan Curry 0111503956 Membership	
7/02/2022	35.00		DIRECT CREDIT POWER 0111474633 KP renewal	
7/02/2022	35.00		Osko Payment Received Bruce Fraser Fraser 178415329	
7/02/2022	35.00		Osko Payment Received Mens shed 22-23 DOROTHY FORBES 178381658	
7/02/2022	5.00		Osko Payment Received John Flint JOHN FLINT 178369128	
8/02/2022	32.00		DIRECT CREDIT Emmins Annual Me 0111935419 Emmins annual memb	
8/02/2022	35.00		Osko Payment Received MensShedFees2022IanMcL IAN MCLENNAN 178847800	
8/02/2022	35.00		Osko Payment Received DAVID WELLS 178650779	
9/02/2022	35.00		Osko Payment Received Barry Sloan RENEW MEM MARY-LOUISE VAN DYK 179235956	
9/02/2022	35.00		DEPOSIT - CHEQUE(S) MEMBERSHIP #Chq:1	
9/02/2022	70.00		DEPOSIT - CASH WEEKS FEES	
10/02/2022	35.00		DIRECT CREDIT ALAN HOLLIDAY 0112381930 INSURANCE RENEWAL	
11/02/2022	70.00		DEPOSIT - CHEQUE(S) SUBSCRIPTIONS #Chq:2	
11/02/2022	65.00		DEPOSIT - CASH WEEKLY FEES	
13/02/2022	35.00		Osko Payment Received Simon Deller - RENEW MEM SIMON DELLER 180223849	
14/02/2022	35.00		DIRECT CREDIT J.McCarthy 0113090680 J.McCarthy Members	
14/02/2022	5.00		DIRECT CREDIT J R FLINT 0112980495 John Flint	
15/02/2022	55.00		DEPOSIT - CASH WEEKLY FEES	
15/02/2022	70.00		DEPOSIT - CASH SUBSCRIPTIONS	
15/02/2022		-160.41	PAY ANYONE CUA10497884 Refreshments 0176733183Kelvin Pow	
15/02/2022		-51.97	PAY ANYONE WBC553727 Refreshments etc 0176733138Peter Keenan	
15/02/2022		-58.19	PAY ANYONE ANZ297604752Inv 8275 0176733106Ace Saw Services	

17/02/2022	35.00		Osko Payment Received mens shed G D & N I SIMPSON 181561636	
17/02/2022	35.00		Osko Payment Received Neil McDonald NEIL MCDONALD 181464604	
17/02/2022	35.00		Osko Payment Received Annual Fee G Bakes 181410243	
18/02/2022	70.00		DEPOSIT - CASH SUBSCRIPTIONS	
18/02/2022	21.00		DEPOSIT - CASH WEEKLY FEES	
18/02/2022	35.00		Payment Received Bayside Mens Shed COLIN MORRIS 181741840	
	3,597.10	-8,188.57		

MOVEMENTS IN BANK BALANCE 6/12/2021 TO 18/2/2022

Balance at start 5/12/2021	\$25,070.95
Receipts	\$3,597.10
Payments	-\$8,188.57
Balance at end 18/2/2022	<u>\$20,479.28</u>

GRANT - AMSA - FOR EQUIPMENT - 8/6/2021

Received	\$5,750.00
Expenditure:	
Carbatec	-\$3,836.90
Machinery Maintenance (10% dep)	-\$250.00
(\$1,955 to pay)	
Remaining 18/2/2022	<u>\$1,663.10</u>

Bayside Men's Shed Group Inc.
Facilities Committee report
Tuesday 22th February 2022

Since we last reported in, there has been some welcomed activity by BCC to and in Shed W .

Our understanding is that the Lease to the building has not yet been signed however, this is expected soon.

We have been collecting some second hand furniture.
When the lease is signed and we have access to the building we can commence preparing for the transfer of papers and records for the Administrative Group.

In this regard we thought it best to list all matters that need to be physically transferred and, when the time is right, Move them from Shed B to Shed W.

Please refer to attachment A, Report associated in the transfer of items from Shed B to Shed W

John Knight
Convenor

Transfer of items from Shed B to Shed W

Administration Office

- Table – Used by Facilitator
- Chair
- Table – Used by Secretary
- Chair
- Table – Used by Treasurer
- Chair
- Cupboard (Timber) – Used by Treasurer
- Filing Cabinet (3 Drawer, Metal)
- Magnetic Board – Used by Administration
- Display Board – Used by Treasurer
- Shelf (Timber) – Used by Administration
- Shelf (Timber) – Used by Administration
- Shelf (Timber) – used by Administration
- Samsung TV – Used by Administration
- HP Printer – Used by Administration
- Samsung TV – Used by Administration
- Brother Printer – Used by Administration
- Cupboard (3 drawer) – Used by Facilitator
- Heater (Small, mobile)
- Rubbish Bin
- Filing Unit (Timber) – Used by Administration
-
-

Front Door area Shed B

- Elevated Table (Timber)
-
-

Passageway towards Store Room

- Book Case (6 shelves)
- Books, etc
-
-

Equipment Sub Committee Report 22 / 2 / 22

From.. Charlie Rosa Convener

Don McDonald, John Parkinson, Allan Holliday, Jeff Dickens

Not a lot of movement has occurred in Shed equipment since the last committee meeting other than removing large finisher into storage in preparation for the arrival of some items of equipment ordered last year.

The secretary has circulated to members an update of possible arrival times for these items....

- 1) Long Bed Jointer.....Late February
- 2) Oscillating Edge Sander....Early April
- 3) Vertical Panel Saw.....Early March

There will have to be further discussions held soon to optimise the final location of these items.

The arrival of these items has modified the tool wish list. I have been asked and have included a Benchtop Morticer for the committees consideration for purchase.

A budget wet stone sharpening system from Aldi was also suggested but after some research I found most users found it underpowered for anything other than light honing and so possibly unsuitable for our situation.

TOOL WISH LIST

This list is in no particular order.

1. Benchtop Morticer.....\$500
2. Tool Sharpening System.....up to \$1250
3. Ryobi Trim Router.....\$200
4. Large Scroll Saw.....\$1000

Charlie Rosa

BAYSIDE MEN'S SHED GROUP Inc					
CURRENT PROJECTS 2022					
1st March 2022					
Project Number	Initiated	Job Description	Job Leader	Discussion	Status
2021/22	09.06.21	Pair of farm gates	David Wells	New drawing to be resolved so timber can be purchased Construction for Lance Roach	Still awaiting dimension of opening
2022/01	06.01.22	Table with drawers	John McMahon	Project completed for Sabina Rosser.	Donation of \$50
2022/02	13.01.22	Repair of garden seat	John McMahon	Project for Mrs Hilett in Bonanza Road. Metal work cleaned and painted new timber slats	Donation of \$50
2022/04	24.01.22	6 No Pardalote Bird Box;s	Rob Carseldine	To be completed for bayside friends of native wildlife	Donation \$60 to Mike Love
2022/05	24.01.22	3 Possum & 3 bat box's	Rob Carseldine	Rob putting box's together	To be completed March 16th
2020/06	07.02.22	Repair antique chair	David Wells	Repair for Joan Baster to broken arch completed	Donation of \$70
2020/07	25.02.22	Repair old window panel	David Wells	Repair 124 year timber window panel by glueing and inserting inner panel for Angela Murdoch 0434809277	Completion by 7th march
2020/08	25.02.22	Model car prototype ramps	John McCarthy	Samples to be developed and numbers to be decided	Ongoing
2022/09	28.02.22	Frame for Mosaic Panel	Alan Haladay	Timber frame to be constructed for Kristina Tantau 0401164219	Donation to be received
2022/10	28.02.22	Cupboard Joinery Repair	Alan Haladay	Repair to panel with hinge with side panel replaced for Diana Wright 0409 577371	Donation to be received
2022/11	28.02.22	Repair antique chair	David Wells	Major repair to Antique chair by redriling dowell holes, repairing missing timber, new dowells and putting arms, back and base back together for Kristina Tantau 0401164219	Donation to be discussed