**Warra Progress and Heritage Society Inc.
General Meeting, Warra Tennis Clubhouse
Saturday 15th July 2023 commencing 9:30am**

**Present:** Marilyn Bidstrup, Jan Cox, Rob & Trish Henderson, Anne Wunsch, Lyn Taylor (phone), Sophie Olm, Loris Thomas, Jeff & Bev Taylor, Tash Rhodes, Natalie Clist, Coral Brownhall, Magdalene Gray,

**Apologies:**  Anthea Green, Ian Cox, Heather Seigmeier, Dick & Jan Gordon, Mary & Terry Carrigan

**Previous Minutes: taken as read** moved: B Taylor second: S Olm

**Business from Minutes:** carried over to General Business

**Treasurer’s Report:**

**Receipts**: Donations $202.20 May, $199.00 June, $5.00 Private; Membership $70.00; Containers for Change $8.60; Community Sponsorship $200.00 from Black Truck & Ag; Grant re replacement Office Equip $1000.00 from People of Posts; Grant re Railway Bldg Replace Roof $5983.00 from CS Energy;

**Payments**: Reimburse re Railway Bldg Reno $716.40 to A Wunsch; May hire $20.00 to Tennis Club; Supplier re Railway Bldg Reno $4972.00 to POLCO; Supplier re Railway Bldg Replace Roof $41,169.70 to Dalby Plumbing & Roofing;

**Current balance at Bank:** Cheque account $13,135.54 @ 30.6.23

**Treasurer’s Report accepted as a true and correct record.** moved: M Gray second: M Bidstrup

**Accounts to be passed for payment:** Tennis Clubhouse hire $20 for June

**Payments approved.** moved: M Gray second: M Bidstrup

**General Business**

**Executive Positions to be filled:**

* **President** **Nomination:** Marilyn Bidstrup. Declined.

**Nomination:** Anne Wunsch (as interim President)

**Acceptance of Anne Wunsch as President.** moved: S Olm second: L Thomas

* **Secretary** see below

**Secretary Roles divided into separate duties:** call for members willing to take a role

* ‘**Official’ Secretary** **Nomination** Loris Thomas
	+ Send and receive correspondence
	+ Remind upcoming meetings, newsletter to set agenda
	+ File documents
	+ Liaise with Council reps onsite as needed
	+ Signatory with bank
	+ Records decisions made at meetings as they happen
	+ Compiles formal minutes and distributes to all

**Acceptance of Loris Thomas as Secretary**. moved: A Wunsch second: C Brownhall

* **Custodian** **nomination** Natalie Clist
	+ Generally available to allow access to buildings
	+ Generally keeps an eye out for, and reports, maintenance issues
	+ Replenish tourism brochures
* **Local Historian** **nomination** Coral Brownhall Declined
	+ ‘Go To’ person who knows who to ask for further information
		- Collective effort as needed
	+ ‘Go To’ person for Haystack School visits/enquiries
		- **nomination** Coral Brownhall
	+ History Team effort re Recollect Collection Management System
		- Currently with Council effort, trying to get funding
* **Refreshments** **nomination** Trish Henderson with assistance from Bev Taylor
	+ Set up for meetings
	+ Replenish supplies
	+ Set up for functions – all involved
* **Social** **Media** **nomination** Sophie Olm
	+ Monitor Facebook page, update, respond to enquiries
	+ Acknowledge sponsorships, grants, etc
	+ Advertise upcoming events and meetings
	+ Update other social media outlets eg: Wikicamps
* **Website** **nomination** Sophie Olm
	+ Monitor website, update, respond to enquiries
	+ Advise website statistics
* **Google** **Business** **Contact** **nomination** Anne Wunsch
	+ Fields phone calls from general public
	+ **Note**: Anne’s ph number is currently listed with Google as business contact, on Society’s webpage, and on signs in park. Anne would like someone else to be the first point of contact for these.
* **Grants nomination** Tash Rhodes with assistance from Anne Wunsch
	+ Apply for, co-ordinate, acquittals, acknowledge

**Acceptance of all above nominations.** moved: N Clist second: M Gray

**New roof on Railway building:**  This project was completed in June 2023. Acquittal of Gambling Community Benefit Fund grant and CS Energy grant has been done. Third donation was from Sunpork.

* Plumber has put all old sheets of iron underneath Haystack School building.
* **Note:** Natalie to consult with partner Craig re scrap metal for some of it, with an aim to keep original nails for display, remainder to continue as a stack under Haystack School until a suitable use comes to light, perhaps an artistic use

**Who Do You Think You Are:** Warner Bros sent an email looking for local information regarding Indigenous ancestor research, forwarded to Dr John Davis. There may be some filming at Warra.

**Recent visitors to Warra:** Barry O’Neill’s family at Warra cemetery on Saturday 20 May 2023 ; Phillip Moore’s visit on Friday 30 June 2023 ;

**Key register:** A record of which members hold keys for which facilities.

* **Note:** Natalie has offered to create a key register and monitor this moving forward

**Office Furniture:**  Australia Post: $1,000 from People of Post Grant – new desks, office chairs and bookcase e.g. items available at Fantastic Furniture, see print outs.

**Acceptance to purchase new and/or 2nd hand items.** moved: M Gray second: C Brownhall

**Cobble Cobble Yarning Circle:**

* **Funding**
	+ X-Elio funding registration in process
* **Proposed site**
	+ Explain restrictions re ‘A’ option as advised by Council and Dept of Resources
		- Re Township zoning on creek side
		- Re could cause delay, no guarantee of State approval
	+ Cobble Cobble input – ‘B’ option or other ‘D’ option
		- ‘B’ option chosen in goodwill with WPHS, for greater ease in navigating approvals
		- Open to a ‘D’ option

**WPHS’s committee preference for site of Yarning Circle is Option ‘A’ for the following reasons**

* Yarning Circle is for sharing of yarns and so further away from the highway noise makes sense (option B and C are very close to highway)
* Yarning Circle on creek side of service road (option A) will later link and flow with future walkways and paths, also described by Dr John Davis in his reply on behalf of the Cobble Cobble people
* Yarning Circle (option A) is closer to Cobble Cobble people’s historical travel route across Cooranga Creek.
* Anne Wunsch reminded committee that although the Yarning Circle will be for public use, the funding was granted based on Indigenous cultural preferences being most important
* **Note**: Further consultation with Cobble Cobble people is needed to clarify position. Anne to contact Dr John Davis
* **Note:** Wait for clarity from Dr John Davis before updating Council.

**History of Agriculture:**

* **Project update** – Marilyn Bidstrup advised the info boards have been finalised and will be erected in the display board soon. WPHS to be invoiced.

**Maintenance Requests / Work Scheduled at the park:**

* **Recently Completed**
	+ PVC pipe and tidy up at rear of toilet block
* **Requested**
	+ Repair bollards
	+ Remove 2 dead trees
	+ Relocate bottle tree
	+ Investigate table drain beside Park
		- originally highlighted to Council Feb 2022
		- Natalie also mentioned vehicles with vans have become bogged on other side of highway on easement beside service road, to which she and partner Craig have assisted
	+ **Note**: Jeff Taylor suggested Council provides signage ‘Boggy When Wet’
	+ **Hitching Rail**
		- Repair or discard?
		- Council contact (Greg Horner, Council Facilities maintenance)

**Acceptance to request Council to repair/restore hitching rail** moved: B Taylor second: L Taylor

* **Note**: Anne to follow up with courtesy phone call to Council Facilities re maintenance issues & updates

**Railway Trolleys**

* Refurb is continuing by Dick Gordon and, unfortunately, he has had to replace timber as well. Funds allocated $2,000, but cost could be higher.

**Dump Point**

* Request has been made, referred to Parks and Gardens and they will advise
* **Note**: Loris to follow up

**Memorandum of Understanding**

* Waiting on draft from Council
* **Note**: Loris to follow up

**Historic Logie Plains Map**

* Original Map was handmade
* Jeff Taylor advised his printing contact, Rodney Hoare, can reproduce the map but will need a dedicated roll of paper the correct size, cost approx. $700 with potential for approx. 15 maps
* Suggested price per printed map $169, unframed
* **Note**: Jeff Taylor to confirm pricing etc with contact before the wider public is invited to order
* Orders taken by Jeff and Bev Taylor taytuck1@bigpond.com
* Pre orders by Lyn Taylor x 3, Jeff & Bev Taylor x 1, Coral Brownhall x 1, Rob Hall (?) x 1
* **Note**: Would this be an opportunity for fundraising for WPHS ie: add on an extra $10 per order to be donated to WPHS?

**Tootie’s Trolley**

* **Note**: Lyn Taylor to enquire re plaque for Trolley

**Dedicated address for Society’s mail?**

* Committee discussed no need for a PO Box but suggested use c/- Post Office, Warra and in cases where that would not be accepted to use Secretary’s home address.

**Cash for Containers**: Code is C10275809

**Correspondence inwards and outwards accepted.** moved: L Thomas second: T Henderson

**Next meeting:** Saturday 12 August 2023 9.30am at the Tennis Club

**Closure:** 11.30am

**Correspondence: Inward**

15 May 2023 E: Dr John Davis, Cobble Cobble, in response to X-ELIO request for details of traditional owners

15 May 2023 E: Black Truck Sales, remittance advice $200 community sponsorship payment

15 May 2023 E: Dr John Davis, Cobble Cobble, visit to Tara on 31 May 2023

15 May 2023 E: Polco Australia, invoice for renovations at historic Warra railway station

16 May 2023 E: Australia Post, successful grant application for $1,000 People of Post Grant

16 May 2023 E: Google Business, make sure your business profile is up to date

16 May 2023 T: Loris Thomas, Society member, please ring in regards to Secretary role

18 May 2023 P: Matthew Prain, WDRC, commencement date for roof replacement is Monday 5th June 2023

19 May 2023 E: Scott Thomas, X-ELIO, funding for Cobble Cobble yarning circle

19 May 2023 E: Dr John Davis, Cobble Cobble, yarning circle at Warra project

19 May 2023 E: Sarah O’Neill, visit to Warra on Saturday 20 May 2023

19 May 2023 E: Marie Cameron, Origin Community Sponsorship, visit to see completed project on Wed 24 May 2023

21 May 2023 E: Loris Thomas, Society member, in regards to Secretary role

22 May 2023 P: Gail, Google search, traveller intending to stay at Richard Best Memorial Park on Wed 7th June 2023

22 May 2023 E: Commonwealth Bank, Is your business cyber safe?

23 May 2023 P: Penny Harvey, WDRC, in response to Cobble Cobble yarning circle project email
23 May 2023 E: Jan Gordon, new password for Gambling Community Benefit Fund

24 May 2023 M: Marie Cameron, Origin Community Sponsorship, visit to project

24 May 2023 E: Kate Bradley, Grants Writer, Update on new grants and info sessions
24 May 2023 E: Smartygrants, Form added to submission, CS Energy, acquittal roof project

25 May 2023 E: Maddy Gray, Society Treasurer, reply to Secretary’s roles

29 May 2023 E: Miles Historical Village, Thanks for your feedback.

30 May 2023 E: Greg Hallam, Queensland Rail, contact ASSCO for information on motorised quads

30 May 2023 E: Katie Gould, WDRC, c.c. Rick Krause, request number 60770/2022 relevant staff will contact us

30 May 2023 E: Carolyn Beattie, Meandarra Library, photo scanning information, and copyright out after 1 Jan 1955

31 May 2023 E: Chris Bermingham, Dalby Library, upcoming webinar about Recollect software program

30 May 2023 E: Kaye Maguire, WDRC Councillor, acknowledging email regards Picture Western Downs

30 May 2023 E: Stuart McGavin, whereswarra website, check junk folder in gmail for enquiries

30 May 2023 E: Maddy Gray, Society Treasurer, dump point for Warra, funding link

01 Jun 2023 E: Google, gmail account, new sign in to email warra.progress, Loris signed in.

01 Jun 2023 E: Stuart McGavin, whereswarra website, looks like a problem with gmail, change email address

04 Jun 2023 E: Loris Thomas, Interim Secretary, Grants Officer separate role from Secretary

07 Jun 2023 E: Google Business, performance report for May 2023

13 Jun 2023 E: Jan Gordon, outgoing Society Treasurer, CBA Transaction summary for May 2023

13 Jun 2023 P: Dennis Sheehan, Railway enthusiast, all railway units were painted safety yellow with black trim

14 Jun 2023 E: Cameron Fermor, Dalby Plumbing, invoice for payment, roof replacement $41,169-70

14 Jun 2023 E: Sophie Olm, membership paid

14 Jun 2023 E: Sophie Olm, updating details on website, venue for next general meeting

14 Jun 2023 E: Talia Parsons, WDRC, Dump Point at Warra,

14 Jun 2023 E: X-ELIO, funding process, registration as a Supplier

14 Jun 2023 E: Paola Arzac Cobian, X-ELIO, procurement department, please fill out more info in Jaggaer platform

15 Jun 2023 E: WDRC Facilities Assets, Cobble Cobble yarning circle at Warra, site selection process

16 Jun 2023 E: Jessica Chad, CS Energy, apologies for the delay, payment has now been processed

16 Jun 2023 E: CS Energy, remittance advice for $5,983 funding towards cost of replacement roof

16 Jun 2023 E: Commonwealth Bank of Australia, Thank you for being a Commonwealth Bank customer

16 Jun 2023 E: Shane Bertolotti, Snap Printing, updated proofs for the History of Agriculture

19 Jun 2023 M: Cameron Fermor, Dalby Plumbing and Roofing, hand over signed cheque for roof replacement

19 Jun 2023 M: Natalie Clist, Society Custodian, hand over keys for railway station building

19 Jun 2023 M: Penny Harvey, Vanessa, WDRC Facilities, meeting at Warra to discuss options for yarning circle site

19 Jun 2023 E: X-ELIO, confirmation of password change

20 Jun 2023 E: Google Account Team, review your Google Account settings

20 Jun 2023 E: WDRC Facilities Assets, follow up email to on site meeting 19 June 2023

20 Jun 2023 E: Microsoft OneDrive, Your files are safe with OneDrive

21 Jun 2023 E: Loris Thomas, Interim Secretary, draft email to members

21 Jun 2023 E: Loris Thomas, regarding attendance appointment at Commonwealth Bank

27 Jun 2023 E: Chris Bermingham, Dalby Library, please provide Letter of Support, funding application for Recollect

28 Jun 2023 P: Alan Dobson, WDRC, Parks and Gardens, will bring a team to Warra on Tues 4 July weather depending

28 Jun 2023 E: Origin Energy, update on potential acquisition of Origin

28 Jun 2023 E: JAG Administration, Gambling Community Benefit Fund, Acquittal accepted

28 Jun 2023 E: Jan Gordon, outgoing Treasurer, CBA bank certification, account confirmation

29 Jun 2023 P: Phillip Moore, grandson of WWI soldier Norman Moore on honour board

29 Jun 2023 E: Cameron Fermor, Dalby Plumbing, Finalisation Documents – Warra Railway Station roof

30 Jun 2023 P: Matthew Prain, WDRC, quick phone call to make sure we were happy with the roof work

30 Jun 2023 E: Sophie Olm, photos from Phillip Moore’s visit, update on social media

30 Jun 2023 E: Chris Bermingham, Dalby Library, thank you for Letter of Support

03 Jul 2023 E: Dr John Davis, Cobble Cobble yarning circle proposed site

03 Jul 2023 E: Smartygrants, People of Post Grants Acquittal form added

04 Jul 2023 E: Alice Goodman, WDYTYA, enquiry about Mary Whitmore born 1896 at Warra

05 Jul 2023 E: Alice Goodman, WDYTYA, may be back in touch regards filming of program

07 Jul 2023 E: Google Business, performance report for June 2023

07 Jul 2023 E: X-ELIO, registration platform follow up

09 Jul 2023 E: Dr John Davis, Cobble Cobble yarning circle and local contacts

10 Jul 2023 E: Smartygrants, CS Energy grant acquittal submitted

**Correspondence: Outward**

16 May 2023 P: Loris Thomas, Society Member, in regards to Secretary role

18 May 2023 E: Dr John Davis, Cobble Cobble, article about Prof Megan Davis provided by Heather Seigmeier

18 May 2023 B: Anne Wunsch, banked cheque payment to Polco Australia Pty Ltd at CBA Dalby branch

19 May 2023 E: Scott Thomas, X-ELIO, funding for Cobble Cobble yarning circle

19 May 2023 E: Penny Harvey, Matthew Prain, Kate Walker, WDRC, Cobble Cobble yarning circle

19 May 2023 E: Marie Cameron, Origin Community Sponsorship, acquittal questions

22 May 2023 E: Loris Thomas, Society member, in regards to Secretary role

22 May 2023 E: Sophie Olm, Society member, in regards to President role

23 May 2023 E: Society executive, please check emails for link to reset GCBF online grants portal password

23 May 2023 E: Minutes of the General Meeting held 13 May 2023

25 May 2023 E: AGM Minutes, Annual Treasurer’s Report, President’s Report, Secretary’s roles

25 May 2023 E: Queensland Railway Historian, please advise correct paint colour for railway trolleys

29 May 2023 E: Katie Gould, info WDRC, Maintenance request 60770/2022 update please

29 May 2023 E: Miles Historical Village, Thank you for your hospitality at Picture Western Downs launch

29 May 2023 E: Christine Bermingham, Dalby Library, thanks for the presentation Picture Western Downs

29 May 2023 E: Stuart McGavin, whereswarra website, assistance please, enquiries not being received in gmail

31 May 2023 E: Maddy Gray, Society Treasurer, dump point for Warra, submit request to WDRC

01 Jun 2023 E: Scott Dalley, ASSCO, please advise colour for railway trolleys

04 Jun 2023 E: Executive team, Society grants received since 2019 total more than $100,000 plus new grant $25,000

06 Jun 2023 E: Stuart McGavin, whereswarra website, I have changed email address and received enquiries

09 Jun 2023 E: Thomas Jones, website enquiry, regards his grandfather George Edward Taylor

12 Jun 2023 E: John Summers, please advise colour for railway trolleys

12 Jun 2023 P: Jessica Chad, CS Energy, grant funds not to hand.

13 Jun 2023 E: Kaye Maguire, WDRC Councillor, Minutes of general meeting 13 May 2023

13 Jun 2023 E: Dennis Sheehan, thanks for the phone call and advice to paint railway trolleys safety yellow/black trim

14 Jun 2023 E: Thomas Jones, website enquiry in regards to his grandfather George Edward Taylor

14 Jun 2023 E: Sophie Olm, unable to take on an executive role at this stage, happy to work on smaller team projects

14 Jun 2023 E: Sophie Olm, next general meeting to be held at Warra Tennis clubhouse

14 Jun 2023 W: Recollect, photo software program, webinar 2pm, Coral and Anne in attendance

14 Jun 2023 E: Talia Parsons, WDRC, Dump Point at Warra, await your advice

14 Jun 2023 E: Jessica Chad, CS Energy, please check delay, grant funds $5,983 not received to bank account

20 Jun 2023 E: WDRC Facilities Assets, Penny and Vanessa, confirmation of on site meeting follow up email

22 Jun 2023 E: Loris Thomas, Interim Secretary, updates to banking, in line with Rules of Incorporation

22 Jun 2023 E: All members, Rules of Incorporation (Constitution)

28 Jun 2023 E: Jan Gordon, outgoing Treasurer, X-ELIO, funding registration platform requires bank certificate

29 Jun 2023 E: Sophie Olm, whereswarra website feedback, Phillip Moore

29 Jun 2023 E: Chris Bermingham, Dalby Library, Letter of Support for funding, Recollect

30 Jun 2023 P: Phillip Moore, visit to Warra, meet at the WWI war memorial

02 Jul 2023 E: Dr John Davis, proposed sites for yarning circle at Warra

04 Jul 2023 E: Dr John Davis, information to share on Mary Whitmore, WDYTYA enquiry.

05 Jul 2023 E: Alice Goodman, WDYTYA, put in touch with Dr John Davis

09 Jul 2023 E: Dr John Davis, Cobble Cobble yarning circle and local contacts