



MEETING MINUTES

Meeting:	Megalong Valley Bi- Monthly Meeting
Convened by:	Captain – Robert Morse
Attendees:	Robert Morse (Captain); Helen Finney (Secretary/Treasurer); John Collins; Kieron Thompson; Max Horn; Luke Carlon; Malcolm Scott; Mike Davies; Dave Gilmore
Apologies:	Linda Greer (President); David Somerville (Vice President); John Abel
Location:	Megalong Brigade Fire Station: 842 Megalong Rd, Megalong Valley
Date and Time:	12 February, 2020 – Started: 19:35
Minutes by:	Secretary - Helen Finney

Minutes

- 1. Previous Meeting Minutes** are available on MYRFS and the Meetings page on the brigade website. Previous minutes were read and agreed to be an accurate account of the meeting.
Moved: John Collins **Seconded:** Max Horn Unanimous.
- 2. Business Arising from Minutes:**
 - **Treasurer's Report** for October/November 2019 was later found to be incorrect, having omitted Interest from one of the Term Deposit accounts. This was corrected and re-presented to the meeting.
 - **Community Notice Board:** Installed, slightly crooked and in use.
- 3. Correspondence:** District Office Emails.
- 4. Matters Arising from Correspondence:**
DGR 2018/2019 Audit Outcomes to be presented to members at meeting.
- 5. Captain's Report:**
 - **Fire:** Crossed over Narrow Neck on 10 Dec 2019 and was completed by January, 2020.
 - **Callouts:** to assist Ambulance at Six Foot Track and an MVA on Megalong Road – both of which we were called off before arrival at scene.
 - **Flooding:** Heavy, ongoing rain resulted in one official callout. Brigade members were still active during this event.
 - **Tanker Inspection:** No further mention of it from Fire Control.
- 6. President's Report:** Nil report provided due to injury. President is unavailable for 6-8 weeks.
- 7. Treasurer's Report:**
Copy attached.
 - **DGR Donations:** It was noted that we received multiple donations during the fires, ranging from \$25 - \$10,000. In all, we received approximately \$22,300. Two donations were directly deposited into the Brigade's Operational Account and will be transferred to the DGR account and separately receipted.
 - **DGR 2018/19 Audit Outcomes:** These outcomes were presented to the meeting and the signed Declaration will be returned via email by 1 March, 2020 as required.**Moved:** Mike Davies **Seconded:** Malcolm Scott Unanimous.

8. Field Officer and/or Office Bearer Reports:

Training: David Somerville

Sent via email – David will organise training with Blackheath and Shipley Brigades can be arranged with Steve Parrott when notification of approval of applications comes through.

OHS: John Collins – Nothing to report.

Community Engagement: Robert Morse

- **The Notice Board:** As noted previously.
- **Community Meeting Friday 13 December, 2019:** There was a good turnout (approx. 50-60 people). Only a couple of people showed anger and contempt at the plan proposal but mostly, residents were very happy with the efforts that had already been put in and the proposed plans. Feedback from the Community was that they appreciated the Community News Letters being sent out.

General Business:

- **Xmas Get Together:** No-one was particularly interested in holding a separate get-together just for the Brigade.
- **Proposed Thank-You to other Brigades:** It was discussed that Mr Harris was prepared to fund a get together at the Community Hall. The idea presented was that we were going to invite all Brigades who came to the Valley to assist, Parks, and other services etc; involved with the fires. The list was long and easy to miss someone. The brigade felt that there had been so many thankyou's that they didn't think people would attend. However, we would work with the Community Association, if they felt it was worth organising? Helen will email Rod, Yvonne and the Harris's to discuss and let us know what they decide.
- **Clean Up Day:** It was agreed that **Sunday 1 March, 2020 from at 10:00am-2:00pm** for the Brigade to wash and replenish the vehicles. It was noted that we had people interested in becoming new members.
- **Bridges:** The two bridges – Megalong Valley Road and Cox's River – caused problems during the fires. They both now have further issues after the floods. It was agreed that it is not the Brigade's responsibility, even though repairs had been done in the past by Brigade members. The current condition of the bridges needs to be noted and the ongoing status needs to be monitored by the Brigade in case the Brigade needs to attend any emergency incidents in these areas.
- **Lawn Mower:** It was reported that the recently purchased lawn mower has stopped working after running over a rock. As it is still under warranty, the repair of it will be organised.
- **Pipeline:** The water point on Nellies Glen Road has been changed to a gate valve. It is very difficult to shut off. Other locations not confirmed if they have also been changed.
- **DGR Donations:** It was noted that particular donors wanted the funds to be spent on whatever the Brigade needed and had in fact asked what that might be. When told we needed a new laptop and printer they were delighted. A list of items: *Laptop; Printer; Projector and Screen; Parts Washer (and cleaning solution); Hose Washers; Heat Camera (better quality); Eskies for the trucks; Larger chainsaw – Stihl MS661 with 25inch bar (including spare chain, tools, PPE); Second battery for the electric lawnmower.* It was discussed that these items could be organised and paid with a Grant. Grants take up time to organise and follow up. A motion was made...

Motion: Since we have the money and some donors specifically requested that it be used to purchase items for the shed, that we just go ahead and purchase the items using the donations from the DGR.

Moved: Robert Morse **Seconded:** Helen Finney **Unanimous.**

** Handheld UHF radios were also discussed. It was decided that we would investigate options and pricing before purchase.

- › Luke Carlon thanked the Brigade for all the efforts made directly in protecting his home and assets during these fires.
- › *We also wish to acknowledge John Hollingdale's passing. As one of the founding members of Megalong Valley Fire Brigade in 1952, he dedicated years of Service to the Valley and was awarded a Lifetime Membership. Thank you for all you have done. RIP.*

9. **Date of Next Meeting:** Wednesday 8 April, 2020.

10. **Meeting Closed:** 21:12.

Table 1: Action items

Item	Action	Member	Due date	Status
Community Thank you to the Services Get Together	Email Community Association	Helen	08/04/20	Pending
DGR Donations	Transfer 2 donations to DGR and receipt separately	Helen	08/04/20	Pending
DGR Donations	Purchase items using funds from DGR Account	Rob/Helen	08/04/20	Pending
Cleanup Day	Email brigade members as a reminder	Helen/Rob	23/02/20	Pending
Lawnmower	Organise repairs under warranty	Rob/Helen	08/04/20	Pending

Table 2: Documents referred to in the meeting

Document title	Author	Version	Date
Correspondence	Emails District Office		N/A
Treasurers Report	Helen Finney		N/A

Table 3: Next meeting

Date	Start time	Finish time	Location
8 April, 2020	19.30	N/A	Megalong Fire Shed

Treasurer's Report December 2019/January 2020

During this period the brigade has incurred the following income and expenditure for the proceeding two months:

Expenditure

Stationery	\$ 22.15
Food & Drinks for OP	\$ 33.05
Xmas Gifts & Food for OP	\$ 273.20
Telstra Bill	\$ <u>59.97</u>
Total Expenditure	\$ 388.37

Income

Hat Donations	\$ 493.35
2 x Private Donations	\$ 2000.00
DGR Donations	\$ 20,300.00
DGR Interest	\$ 21.46
DGR Int: 1 Jul – 30 Nov 2019	\$.77
Social FTD Interest	\$ 32.07
Operation FTD Interest	\$ 92.58
Bank Interest	\$ <u>9.28</u>
Total Income	\$22,949.51

Total Net Profit/Loss	\$22,561.14
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Following is a summary of the brigade's financial position as at the 31 January, 2020.

H Finney
Treasurer MVVRFB
12/02/2020

MONTHLY STATEMENT OF FINANCIAL POSITION

MEGALONG VALLEY RURAL FIRE BRIGADE
FOR THE MONTHS OF DECEMBER 2019/JANUARY 2020

ACCUMULATED FUNDS	
BALANCE AT THE BEGINNING OF THE MONTH	37,424.68
PLUS/MINUS MONTHLY RESULT	22,561.14
BALANCE AT THE END OF THE MONTH	59,985.82
REPRESENTED BY:	
BALANCE OF OPERATIONAL ACCOUNT	6,355.12
BALANCE OF SOCIAL ACCOUNT	3,705.75
FIXED TERM DEPOSIT ACCOUNTS – OPERATIONAL & SOCIAL	29,500.00
BALANCE AS PER NSW RFS & BRIGADES DONATIONS FUND ACCOUNT	20,424.95
TOTAL	59,985.82

Signed as a true account of the Brigade's financial position as at this date:

Helen Finney
.....
Helen Finney
Date: 12/02/2020 – Treasurer
Approved on behalf of the Brigade

Robert Morse
.....
Date: 12/02/2020 - ROBERT MORSE (CAPTAIN)

This report is a re-presentation of the report presented at the last meeting held on 11 December, 2019, showing the omission which was found when doing the report for December 2019/January 2020.

Treasurer's Report October/November 2019

During this period the brigade has incurred the following income and expenditure for the proceeding two months:

Expenditure	
Letterbox, Nos & Trim	\$140.98
Cleaning & Kitchen Items	\$110.95
Training Morn Tea	<u>\$ 32.80</u>
Total Expenditure	\$284.73
Income	
Hat Donations	\$183.20
Bank Interest	\$ 14.34
<i>FTD Interest</i>	<u>\$114.24</u>
Total Income	\$311.78

Total Net Profit/Loss	\$ 27.05
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Following is a summary of the brigade's financial position as at the 30 November, 2019.

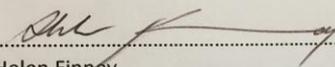
H Finney
Treasurer MVVRFB
11/12/2019

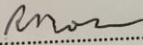
MONTHLY STATEMENT OF FINANCIAL POSITION

MEGALONG VALLEY RURAL FIRE BRIGADE
FOR THE MONTHS OF OCTOBER/NOVEMBER 2019

ACCUMULATED FUNDS	
BALANCE AT THE BEGINNING OF THE MONTH	37,397.63
PLUS/MINUS MONTHLY RESULT	27.05
BALANCE AT THE END OF THE MONTH	37,424.68
REPRESENTED BY:	
BALANCE OF OPERATIONAL ACCOUNT	4,245.05
BALANCE OF SOCIAL ACCOUNT	3,475.42
FIXED TERM DEPOSIT ACCOUNTS – OPERATIONAL & SOCIAL	29,601.49
BALANCE AS PER NSW RFS & BRIGADES DONATIONS FUND ACCOUNT	102.72
TOTAL	37,424.68

Signed as a true account of the Brigade's financial position as at this date:


.....
Helen Finney
Date: 12/02/2020 – Treasurer
Approved on behalf of the Brigade


.....
Date: 12/02/2020 - ROBERT MORSE (CAPTAIN)