

MELVILLE WOODTURNERS GROUP



MINUTES OF QUARTERLY MEETING KARDINYA LESSER HALL Meeting Room

7<sup>th</sup> January 2026

Meeting commenced at 9:01 AM

Chairperson David Finch:

ATTENDANCE: 35 Members

APOLOGIES Milton Rundle, Laurie Pearson, Derek Martin, Geoff Staplyton, Chris Chai

Visitors: David ?

SAFETY MATTERS Nil

MINUTES OF PREVIOUS MEETING: 3<sup>rd</sup> October 2025

Previous minutes were provided as an email to members.

**Motion "That the minutes be accepted"** Moved: Brian Fowlie Seconded: Ian Ludford,  
Passed by show of hands.

MATTERS ARISING:

1. NIL

CORRESPONDENCE:

From November Committee meeting

- Safety Matter relating to intervening in perceived way that could increase safety risk when operator was seen carrying out an unsafe act.

The Committee consensus was that:

- PPE requirements must be adhered to and especially when teaching new members.
- If a potentially harmful situation is observed the observer must act to point out the issue but ensure they do it in a way that does not potential increase the hazard or introduce another hazard.

All members are reminded that the committee fully supports active member intervention if they see a safety situation or deficiency.

- Security company indicated smoke detector failure was possibly due to dust build up but cannot be entirely sure.

## MELVILLE WOODTURNERS GROUP



- Follow-up email to Council on alarm issue and poor response time to a persistent fire alarm, seeking assurance that this will not recur. Phone call from Council Officer in charge of MelSafe who acknowledged that response to the alarm was not appropriate. The matter was logged but not acted on as a priority and only found at end of day review by manager despite two follow up alerts from security company. The council have assured us that alarm of this type (ie smoke detector being triggered) will prompt highest priority response.
- Council have provided a draft sub lease for potential use of the meeting room commencing possibly July 2026 or later (dependent on progress of Land developers progress) for use by SRSSC for two to three years (schedule provided as appended), basically three 4 hour sessions of carpet bowls weekly with 6 one full day events per year. This is essentially approx. 12 hours per week. The hire would be direct with council and not through SpacetoCo. Council requested rates for hire. Council to build storage facility for carpet and bowling equipment.
- Responded to council re sub lease proposal, timings and rates. No issues with timing and sub lease, rates proposed a charge of \$20 per hour (normal through SpacetoCo \$25) for less than 6 hours or a flat \$125 ((normal through SpacetoCo \$160) for a full day (more than 6 hours)/ Based on the intended use total annual income would be about \$4,700.
- Annual return for City of Melville lodged.
- A hirer on 31/10/2025 failed to clean the room leaving it such a state that 2 hours were required to clean the room, one chair was damaged and to remove rubbish. This was after a party (hirer had used the room previously for a party with no issues). The full bond of \$250 has been claimed for cleaning. **Motion** *“For hiring purposes of the Meeting Room we remove the allowed use for parties. celebrations from our advertising and no longer hire the room for these purposes.”*
- John Oliver recommended and the Committee adopted *“That safety signs fixed to the front of the shed wall - specifically covering-*
  - *Eye - safety glasses are mandatory if you are in the shed and machinery is being operated by you or someone else.*
  - *Ear-muffs and dust masks are strongly recommended*
- *Accreditation - you can ONLY operate machinery in the shed if you are accredited to do so,*
- That the incident book be in a prominent position in the workshop. This has been implemented and book is in Island bench cupboard with the sign in book. Out of service tags are also now available for tagging faulty equipment.
- Syd Harvey confirmed that segmenters will be doing half of the Melville WeWs, program to be submitted to committee at January meeting

From December Committee meeting

- 20/11 The National Trust offered Mulberry wood from an approx. 100-year-old tree that was blown over at Sampson House in Fremantle. Timber collected, end sealed and in woodshed compound. NT would like to receive some responses on how and what was made from timber plus photos
- nominated Geoff Saw, Roy Lundy and Robin Spence to WAWA to be made honorary members” due to them being long term members who no longer actively wood turn but attend socially or wish to stay in contact with the group.

## MELVILLE WOODTURNERS GROUP



- Safety: Committee approved “that the use of machinery in wood storage shed “The Shed” requiring accreditation must be by and an accredited person in the presence of another member and appropriate signage be displayed to this effect”
- Getting our message out to the public. Proposed to use key points concept ie “Elevator point concept” with three key points.
- Melville Woodturners year in review concept, the main thrust was that this should be aligned with Strategic plan KPI’s and probably be presented at the AGM as part of the Conveners report. Committee considering format and proposal.
- Dust monitoring. Airflow measurements have indicated that we are seeing flow reversal and possible stalling of exhaust through windows which is preventing dust being expelled from room even at maximum AC fan speeds. Flows at exhaust vents in various conditions yet to be determined.

**Motion “That the correspondence be accepted”** Moved: Janice Meakin Seconded: Eric Hartley. Passed by show of hands.

### **FINANCIAL REPORT:**

Financial report (appended) presented by the Treasurer for the period to end of December 31st 2025; Cash balance is \$34, 083 which includes monies held on behalf of SSIG.

**“Motion” That the Financial Report be accepted”** Moved Mark Landwehr, Seconded Frank Dymond Accepted on show of hands.

### **GENERAL BUSINESS:**

1. Norm Gratte award to Janice Meakin and Mark Landwehr.
2. Update on David Rechter who has settled in Victoria and has started teaching woodturning at a local Men’s Shed.
3. Bernard Bycott was thanked for the organisation and running of the Christmas luncheon, The 2026 luncheon will be at RAFAA dining room again and it has been booked.
4. Denis Tapley requested
  - a. That now the burglary insurance claim has been settled that equipment yet to be replaced is purchased. Committee to manage process.
  - b. That low on no sugar alternative items be provided as snacks for tea and coffee breaks. Committee to consider the matter.
5. Ian Ludford will be turning Whale shark at hands on and is requesting that any members who have 3D printed camps to provide them.
6. David Bradley informed meeting of gaps still in the demonstration schedule for 2026, particularly Hands on and WWs items and requested members consider filling these areas. They should deal with David direct.

There being no further business the meeting closed at 9:25 am.

MELVILLE WOODTURNERS GROUP



Following the meeting a safety presentation was made by John Oliver.

<b>Monthly I&amp;E - WAWA Melville</b>									
1/07/2025 through 31/12/2025 (in Australian Dollars)									
FY25	FY26 Budget	Category	1/07/2025	1/08/2025	1/09/2025	1/10/2025	1/11/2025	1/12/2025	OVERALL TOTAL
		<b>INCOME</b>							
10,046	7,230	All Functions -	-	-	-	3,150	180	-	3,330
50	100	Donations Received -	-	-	-	-	11	-	11
11,094	12,000	Hall Rent Received (net)	1,333	858	1,288	1,625	1,707	1,053	7,863
13,789	12,300	Members Subs	1,061	898	1,153	1,487	1,113	626	6,338
2,059	360	Sundry Income -	15	5	7	19	1	2	49
2,100	5,250	Training Course Income	800	-	2,000	50	-	-	2,850
5,353	2,800	WAWA - Comp, Capex, L West	-	-	-	-	2,800	-	2,800
		WAWA Annual Subs	-	-	-	1,460	240	-	1,700
<b>44,491</b>	<b>40,040</b>	<b>TOTAL INCOME</b>	<b>3,209</b>	<b>1,761</b>	<b>4,448</b>	<b>7,790</b>	<b>6,052</b>	<b>1,681</b>	<b>24,941</b>
		<b>EXPENSES</b>							
17,834	20,000	Capex - Major equipment	-	-	1,292	379	-	-	1,671
983	1,000	Capex - Minor Items	290	-	728	1,573	-	296	2,887
773	800	Consumables - Admin & AV	57	358	437	619	188	-	1,660
1,486	1,500	Consumables - Kitchen & Catering	149	83	349	88	272	68	1,008
792	600	Consumables - Shed	-	40	93	145	65	64	406
1,060	1,200	Consumables - Turning Workshop	265	-	93	-	50	-	408
1,311	2,700	Costs Training Course	-	-	-	884	-	-	884
-	-	Credit Card Fees	-	-	-	22	3	-	26
8,143	9,150	Function Costs -	-	-	-	180	127	4,877	5,184
8,141	8,700	Hall - Cleaning & Security	914	660	617	-	1,312	1,878	5,380
1,318	1,400	Hall - Rent, Elec & Water, Rates	1,256	-	-	-	-	-	1,256
1,130	1,000	Sundry Expenses -	100	-	-	304	-	-	404
		WAWA Subs	-	-	-	1,460	240	-	1,700
<b>42,971</b>	<b>48,050</b>	<b>TOTAL EXPENSES</b>	<b>3,030</b>	<b>1,141</b>	<b>3,608</b>	<b>5,654</b>	<b>2,257</b>	<b>7,183</b>	<b>22,873</b>
<b>1,520</b>	<b>(8,010)</b>	<b>OVERALL TOTAL</b>	<b>179</b>	<b>620</b>	<b>840</b>	<b>2,136</b>	<b>3,795</b>	<b>- 5,502</b>	<b>2,068</b>
31,378	32,015	Cash Book Balance (at start of year)	32,194	32,814	33,652	35,790	39,585	34,083	Cash Book Balance (at end of month)
40	-	Stock							
77	-	Sundry Debtors							
150	-	Store vouchers							
-	-	Due to Creditors							
<b>31,645</b>	<b>32,015</b>	<b>Net Assets</b>	<b>32,194</b>	<b>32,814</b>	<b>33,652</b>	<b>35,790</b>	<b>39,585</b>	<b>34,083</b>	

1. Income this month reflects much lower subs and lower hall hire.  
 2. The expenses reflects - extra cleaning costs for urinals (\$616.00) and windows (\$644.88), cost of Xmas lunch.  
 3. The Xmas lunch was subsidised by \$1669.50 or \$23.19 per person attending.