



Minutes

Board Victor Harbor Horse Tram Authority
Meeting Held 20 August 2019 at 3.00pm
Location Encounter Room – 1 Bay Road, Victor Harbor

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Meeting opened at 3:02pm

1. ATTENDANCE

Paul Brown (Chair)
Nigel Catt
Rachel Kennedy
Natasha Hunt
Cr Carol Schofield AM
Megan Whibley (General Manager VHHTA)

In Attendance:

Karen Rokicinski (Director Corporate and Community Services CVH)
Pauline Corcoran (Corporate and Customer Service Administration Officer/Minute Secretary CVH)

2. APOLOGIES

Nil.

3. MINUTES OF PREVIOUS MEETING

3.1 Minutes of the Previous Meeting

VHHTA93 Moved: R Kennedy
 Seconded: N Catt

That the minutes of the previous Victor Harbor Horse Tram Authority meeting held on 16 July 2019, as per copies supplied to members, be adopted as a true and correct record of the meeting.

CARRIED

4. BUSINESS ARISING

4.1 Work Program and Resolutions Report

VHHTA94 Moved: N Catt
 Seconded: R Kennedy

That the Victor Harbor Horse Tram Authority Board note the Work Program and resolution report as at 20 August 2019.

CARRIED

4.2 Correspondence

Nil

4.3 Items for Discussion

VHHTA95 Moved: N Catt
 Seconded: R Kennedy

That the Victor Harbor Horse Tram Authority receives and notes the report on Items for Discussion.

CARRIED

VHHTA96 Moved: N Catt
 Seconded: R Kennedy

That the Victor Harbor Horse Tram Authority examine the policy associated with sales and merchandise.

CARRIED

VHHTA97 Moved: C Schofield
 Seconded: R Kennedy

That the Victor Harbor Horse Tram Authority review the volunteer policy.

CARRIED

VHHTA98 Moved: C Schofield
 Seconded: R Kennedy

That the General Manager and the Deputy Chair discuss participation at the Rock and Roll Festival and feed this back to the Board at its next meeting.

CARRIED

5. PRESENTATIONS

Nil

6. REPORTS

6.1 General Manager's Report

VHHTA99 Moved: N Catt
 Seconded: N Hunt

That the Victor Harbor Horse Tram Authority receives and notes the General Manager's Report.

CARRIED

VHHTA100 Moved: N Hunt
 Seconded: C Schofield

That the Victor Harbor Horse Tram Authority acknowledge the contribution and effort that the volunteers have made with fundraising.

CARRIED

VHHTA101 Moved: N Hunt
 Seconded: C Schofield

That the General Manager and Board Chair work with Suzi Prza on the draft Strategic Plan.

CARRIED

6.2 Officer Refurbishment and Stables

VHHTA102 Moved: C Schofield
 Seconded: R Kennedy

That the Victor Harbor Horse Tram Authority receive and note the Office Refurbishment and Stables Report and further discussion take place, including plans.

CARRIED

VHHTA103 Moved: C Schofield
 Seconded: R Kennedy

That the Victor Harbor Horse Tram Authority seek endorsement from the City of Victor Harbor to reallocate capital funds in their 19/20 capital budget to support an upgrade to the stables at Canton Place, facilitated by a scope reduction for the merchandise area redevelopment.

CARRIED

6.3 Allowances and Reimbursement of Expenses Policy

VHHTA104 Moved: C Schofield
 Seconded: N Catt

That the Victor Harbor Horse Tram Authority Board adopts the Allowance and Reimbursement of Expenses Policy that has been provided within attachment 6.3.1 to this report.

CARRIED

6.4 Additional Bank Signatories

VHHTA105 Moved: R Kennedy
 Seconded: N Catt

That the Victor Harbor Horse Tram Authority endorse the Chair, Paul Brown, and the Deputy Chair, Carol Schofield, as additional signatories on the Horse Tram Authority bank accounts.

CARRIED

7. URGENT BUSINESS WITHOUT NOTICE

Nil

8. CONFIDENTIAL REPORTS

Nil

9. NEXT MEETING

The next Scheduled Meeting is Tuesday, 17 September 2019 at 3pm to be held in the Encounter Room, Civic Centre, 1 Bay Road, Victor Harbor.

Nigel Catt will be an apology for the September Board meeting.

10. CLOSURE

The Chair declared the meeting closed at 3:47pm

Signed: _____

Date: _____