

Mount Helena Residents & Ratepayers Progress Assoc (Inc),
PO Box 156 Mount Helena WA 6082 **www.mthelena.org.au**

Minutes of Mount Helena Whim Festival Planning Committee
October 10th, 2011, 7.30 at Mt Helena Tavern

Time Opened: 7.35

Present: Mike and Jenny Mackintosh, Hazel Williams, Anne & Danny Lynch, Malcolm Miller, Bob, Henfrey, Hannah Dyer, Julie and Tiarne Thurston

Apologies: Sharon Davies, Valerie Jenner, Phil Bourgault, Mark Hauswirth, Liz Gilead, Angela Jeffers, Brendon Thomson, John Bowskill, Michael Macfarlane Reid, Claudine

Minutes of Previous Meeting: Moved Bob, seconded Malcolm, that the minutes of the previous meeting be accepted. Carried

Business Arising: Website updated- check it out at www.mthelena.org.au !

Will ask Angie to put a link to Jeremy Holten's website

Correspondence Out

Shire – Vanessa Worthington - Risk Management Plan

Cathryn Hewitt – request sausage sizzle for Jan 7 movie night

Lee – Change Whim times on website

Stall holder applications delivered

Angie Powell – info for website update

Various – Stallholder permits (still)

Hills Gazette – ad, editorial

Chidlow Chatter – ad

Kalamunda Community Radio – possible ad

Correspondence In

Various participants – stallholder permits, queries

Shire – Cathryn Hewitt – OK for sausage sizzle, details later

Lauren Critchell – insurance details request.

Refresh Waters - Henry – will deliver 3 water points to Anne's on Thursday, invoice

Angie Powell – website update

Rob Double – details of structures and insurance for Shire

Echo – Account (\$ 393.36)

Treasurer's report – Mike – Savings \$4372.14 statement acc - \$5028.20. (

General Business –

Risk management and responsibilities – All please read – we are covered for Public Liability, but our foreknowledge and response to problems will be vital should there be any incidents.

Phone numbers – please check that your details are there because it is important, particularly in regard to security, that we can all communicate on the day. Gwyn will send list, keep.

Insurance - we have had no success in obtaining any public liability insurance to cover participants other than Ratepayer members for the Whim. – in any case, cost is prohibitive. The Shire has insurance to cover their own events, Truffle Festival etc., but doesn't contribute to any community insurance. Decided that we lobby the Shire to devise a way for events like ours to be covered by the Shire's insurance; we will need to make a financial contribution to a possible fund and keep autonomy.

Advertising – offer of cheap half page ad in Echo from Belinda will be taken up. Liz has put up fabulous posters around the traps, Bendigo may come up with some corflutes in time.

Banners need to go up.

Members have distributed flyers about the closer suburbs

Signage – Gwyn will consult with Liz., need small laminated signs with prices, (should be some Rose made), Devonshire Teas still \$3, (CWA regard it as promotional exercise as they are trying to get younger members)

Entertainment Update – Anne, – any issues – Azwhan Dancers' time adjusted

Stallholders - – Hannah met Susan who will join her to talk about dog control – dog whisperer?

Gwyn to: ring Bob Smith re furniture lady, email sec. Historic Competition and Historic American bikes with form and request insurance details, (still haven't heard from Avon Valley VV people but may roll up with a couple of cars).

Admin stall and First Aid to be together at entrance with information as to parking, program

Fruit juice stall – where purchase fruit? Will we have strawberries? Danny will donate ice (5bags)

Infrastructure – Bob: Mike has tape for tent ropes, cones to mark tent pegs have sold out – Hazel: substitute milk bottles (2 litre plastic), she has paint, will do job. Give to Hazel

Have offer of 2 more carpets – deliver Sat to the Whim

Need more chairs – G to organise

Hannah has bunting to mark plants around park and in parking spots etc, need to make a stack of parking signs, will get Michael, John (?) on board here to direct on the day

Placements – Bob has map, each stall or activity numbered, numbers on board and on the ground; Bob, Malcolm, Gwyn, Danny to have a look at park for suitable spot for portable toilets

Photographic competition – slow, slow

Grants – no money from Lotterywest yet and no word from Perth Airport.

Activities – boards purchased for painting, Tiarne to assist Kathryn, could also help in Pavement Art; Liz has distributed Big Bin letters etc

Julie will be our official adult to try every activity and by her example, attract other adults, we should also. Participation card made up to be stamped when each activity completed and prizes distributed for however many – details to be worked out and cards made by Jenny. Julie will find some prizes, Good Sammy, \$2 Shop have suitable goodies and MH Deli might donate lollie vouchers.

Jorg needs 20 tennis balls – asked Helen at Tennis Club, will buy from \$2 shop if none

Volunteers on the Day – non-members - Benoit (Marks's tenant) will be in charge of water distribution, Julie quisling, (Knew that there was a word for it), Tiarne Urban Art, Michael and Claudine, Michael Parking, Claudine ?, Philip Williams may assist Anne as crowd controller, various relatives of members have been pressed into service

AOB

Management Plan for Whim Day

Circulated- Changes - Anne will take over as Security Officer, Mike to look after money, Mark to care for stalls, John, and Michael will manage parking, meet and greet – ask Sharon.

Program – on board at entrance, near stage, arena, do we make printed copies?

Breakfast – Anne and Danny have invited the committee to the buffet breakfast at the Tavern, 7 am Sunday

Memberships – anyone else working on the day who needs to join???

Time Closed: 915

Next Meeting: 7.30 Tavern **Tuesday 18th**