



**Minutes of the Stansbury Progress Association Inc.
Executive Committee Meeting
held in the Stansbury Sports and Community Club on
Monday 20 April 2026 at 7.00pm.**

PRESENT: Julie Harris (Chairperson) Sue Oldfield, Mick Clifford, Beth Faulkner, Tracy Millard, Julie Hill, Renee Fitzgerald (Minute Taker), Cr Trevor Clerke

MEETING OPENED: 7.04pm

1. WELCOME: Julie Harris welcomed everyone to the meeting.

2. CONFLICT OF INTEREST:

The Chairperson reminded all members of their requirement to disclose any conflict of interest and provide details of the relevant interest to the Committee prior to consideration of that item on the agenda.

3. APOLOGIES: Will Glazbrook, Shaun Toft, Travis Woods

4. ACCEPTANCE OF MINUTES:

4.1 Acceptance of the Minutes

Moved: Beth Faulkner Seconded: Mick Clifford

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on 10 March 2026 be accepted as read and confirmed as a true record.

Carried: #1 20/04/2026

5. MATTERS ARISING FROM MINUTES:

5.1 ASL site inspections – To date has not been completed. Sue and Tracy to start the walk through and involve Travis as required.

5.2 Constitution

The committee reviewed the submitted edits to the Constitution. The majority of the changes involved updating wording and removing outdated or obsolete information. One significant amendment to note was:

Item 4: Management – Clause 4.01

The committee discussed whether the Management Committee should consist of 10 or 12 members, with the provision that 2 of those members may be property owners/ratepayers who do not reside at the property as their permanent place of residence.

Following a vote, the motion was **carried**. The Constitution will be amended to allow for a total of 12 committee members, with a maximum of two non-permanent residents.

Renee to update to Constitution following discussions and decisions made by the Committee.

5.3 Wage Comparisons

Renee to investigate costings and requirements with Relief Managers Australia.

A motion was put forward to continue the employment arrangements for the Park Managers and all current employees under the existing terms with a review of Park Managers salary.

Moved: Beth Faulkner

Seconded: Sue Oldfield

The committee agreed to maintain the current arrangements, with a formal review to be conducted at the end of June 2027.

Carried: #2 20/04/2026

6. BUSINESS MANAGER AND FINANCE REPORT:

6.1 A written report for March was tabled.

The following was noted:

- Approved all employees to be offered a free flu vaccination.
- Approved the purchase of two new computers to run the boom gates at both parks. Approved to move the hosting of the phone system and managed services and licensing to a new local provider.
- Sue to follow up with Peninsula Home Improvements regarding the outdoor blinds for the luxury villas.
- Park fees to be increased for 2026-2027 as per Business Manager's Report.

Moved: Sue Oldfield

Seconded: Beth Faulkner

To accept the Business Manager's report for March

Carried: #3 20/04/2026

7. ADMINISTRATION REPORT:

7.1 A written report for March was tabled.

The following was noted:

- Review market stallholder numbers from 2024/2025 season to 2025/2026 season if data is available.
- All market stallholder to receive an expression of interest application.
- 2026/2027 proposed market dates agreed by committee with the New Years Eve market to stay as a twilight market.

Moved: Julie Hill Seconded: Sue Oldfield

To accept the Administration report for March

Carried: #4 20/04/2026

8. SUB COMMITTEE REPORTS:

8.1 Finance – Finance Committee meet before Progress meeting. Nothing to report.

8.2 Caravan Park
Committee meet regarding 2026/2027 fees – nothing else to report.

8.3 Events/Town Projects

- No meeting

8.4 Access Advisory Committee

- Request for disabled carpark at IGA. Submission to be put to Council for consideration.

8.5 Tidy Towns – Report noted.

To accept all sub-committee written and/or verbal reports for March 2026.

Moved: Beth Faulkner Seconded: Julie Hill

Carried: #5 20/04/2026

9. CORRESPONDENCE:

Correspondence received and noted.

- Council correspondence from Ian Yarrow – Renee to follow up with costing information requested for Council budget.
- Malcolm Williams – response to be send regarding sand on front beach.

10. GENERAL BUSINESS:

10.1 Mural and Country Arts

Jason Swales has been proposed to paint a mural on the toilet block at the boat ramp, with the aim of creating a photo opportunity or interactive artwork.

Tracy will negotiate with Jason Swales to seek a reduced price.

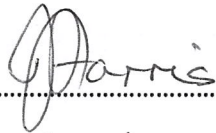
- 10.2 **OPD Caravan Storage** – further investigation required on costing to tidy up the area. New plans to be put in place with number markings for each storage van.
- 10.3 Trevor Clerke – mentioned the upcoming Council Elections.
- 10.4 It was noted that Steve Bowley advised he would not take on the casual executive committee position.

11. **CLOSURE:** Meeting closed at 10.59pm

Next meeting: 18 May 2026 at 7.00pm.

Julie Harris

Chairperson



Date:.....

18.5.26