

**COMMITTEE MEETING MINUTES**  
**September 2019**  
**LANDLORDS' ASSOCIATION (S.A.) INC.**

DATE :- 26.09.19 at 18.32 pm

LOCATION :- LASA Office

**CHAIR PERSON**

Rodney WEBB was appointed and acted as Chairperson for the meeting.

**PRESENT :-**

         Vacant          **President** Margaret KOHLHAGEN **Vice President**  
Rodney WEBB **Secretary** John WYK **Asst Secretary**  
Patricia WEBB **Treasurer** Margaret BUNFIELD **Asst Treasurer**  
Marco ARNESE **Committee** Peter ALLEN **Committee**  
Stan HERESZTYN **Committee** Garry BATOR **Committee**  
Liz DINGLE **Committee**

**APOLOGIES**

Margaret KOHLHAGEN  
Margaret BUNFIELD

**PROXY TO**

\_\_\_\_\_  
\_\_\_\_\_

**ABSENT**

Garry BATOR

\_\_\_\_\_

**GUEST/S**

Ms Antonia ZOTTI

Mr Mario LEUCI

Antonia offered an apology for not appearing.

**QUORUM**

A Quorum was declared as there were 7 out of possible 10 members present.

A Quorum was not declared as there were \_\_\_\_\_ out of possible 10 members present

**MINUTES OF THE PREVIOUS MEETING**

It was resolved that the Minutes of the Committee Meeting held on 29<sup>th</sup> August 2019 be accepted as:

a true and accurate record ~~/amended as a true and accurate record.~~

Moved Rodney WEBB Seconded Patricia WEBB Carried Yes

**BUSINESS ARISING**

To be resolved is the nomination of Interstate Delegate for the purpose of involvement with the Property Owners' Association of Australia (POAA).

**ADDITIONAL AGENDA ITEMS**

Nil

**CORRESPONDENCE IN**

Commonwealth Bank – Statements  
2 renewals  
4 Membership cancellations

Moved \_\_\_\_\_ Rodney WEBB \_\_\_\_\_ Seconded \_\_\_\_\_ Patricia WEBB \_\_\_\_\_ Carried \_\_ Yes \_\_\_\_

**CORRESPONDENCE OUT**

Request to Fullarton Park Community Centre for room hire dates for 2020  
Only emailed receipts  
Emails to determine Bendigo Bank deposit –

Moved \_\_ Patricia WEBB \_\_\_\_\_ Seconded \_\_\_\_\_ Rodney WEBB Carried \_\_ Yes \_\_\_\_

**REPORTS ( All reports should show mover & seconder )**

**President**

Vacant position

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Carried \_\_\_\_\_

**Vice President**

Apology

Moved \_\_ Margaret KOHLHAGEN\_\_ Seconded \_\_\_\_\_ Carried \_\_\_\_\_

**Secretary**

Nil

Moved \_\_ Rodney WEBB \_\_\_\_\_ Seconded \_\_\_\_\_ Carried \_\_\_\_\_

**Assistant Secretary**

Has a copy of proposed Land Tax changes to be presented to the membership

Moved \_\_\_\_\_ John WYK \_\_\_\_\_ Seconded \_\_ Liz DINGLE \_\_\_\_\_ Carried \_\_ Yes \_\_\_\_

**Treasurer**

- As per provided copy of financial report

Income : \$1,010.00  
Expenditure : \$859.81  
Bank Reconciliation : \$9,853.15  
Term Deposit : \$57,000.00  
Total Accounts : \$66,853.15

Moved \_\_ Patricia WEBB \_\_\_\_\_ Seconded \_\_\_\_\_ Marco ARNESE \_\_\_\_\_ Carried \_\_ Yes \_\_\_\_

## Assistant Treasurer

Apology

Moved \_\_\_ Margaret BUNFIELD \_\_\_ Seconded \_\_\_\_\_ Carried \_\_\_\_\_

**Database:** 1 enquiry, 1 addition

## Membership Officer:

Current membership 156/31 members  
One new membership promised

Moved \_\_\_ Rodney WEBB \_\_\_ Seconded \_\_\_ Patricia WEBB \_\_\_ Carried \_\_\_ Yes \_\_\_

## Committee

Nil

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Carried \_\_\_\_\_

## GENERAL BUSINESS

- Insurance policy requirements regarding committee member names – unable to determine from the policy documents the requirement for naming committee members with the insurance company. Action – Rodney and Patricia
- Formation of a sub-committee – again to be checked with our insurer
- ESCOSA re water billing to rentals – outstanding Rodney
- Water Billing MP David Speirs for November General Meeting \_ Offer of alternative rep. Liz suggested accepting the offer as the rep would be from the minister's office – agreed.
- Guest speaker \_ November General Meeting \_ What about John Darley? – Yes, action Rodney
- Bank account authorisations – outstanding, Rodney to follow up with Louise SPARKS.
- Choolie pursuit – Louise to follow up. Letter has been sent and we will follow up. Awaiting contact from Louise. Liz would like to see a copy of the court process documents.
- nbn connection to be pursued. Outstanding - Rodney
- Newsletter articles – lack of. We need to get someone to assist us with this. Rodney is not prepared to continue with the responsibility of the newsletter, it is too big a work load for one person.
- Website update – Rodney has read the final requirements before the website is made live and doesn't understand most of it. Discussed with Craig who built our current website with the hope of finalising the required details. Approval given by committee to hire Craig as a consultant to help decide what is needed and what is not for ongoing website maintenance etc. action Rodney.
- John Wyk to make a submission regarding land tax issues. John Darley contacted Rodney and Rodney asked John Wyk to contact him. John tried to ring him and has been unable to contact so far.
- The land tax forum will be accessible on Facebook – look to link it. Committee not sure what this is about?
- Invoice printing issues. Patti feels that she is overloaded with tasks. Need to look at how to do this via email merge. Outstanding – Margaret K has offered to assist Patricia with the use of email merge.
- EPSON printer may be on the way out, may need a new one but should not get an ink jet type. Margaret to provide us with information on a copier. Margaret K has offered for the

association to purchase an excess to her requirements a KYOCERA brand colour photocopier/printer Model TASKalfa 3051ci. Action – Margaret K.

- Advertising in our newsletter of more than one advert per product type. Committee decision is to allow for more than one of a classification for advertising. Margaret K to be advised as she has been approached for newsletter advertising by a company.
- Advertising rates on our website – no ideas at this stage.
- Projects to be addressed to further the association's efforts in improving the operation of our rental responsibilities. This is an opportunity for any individual committee member to pursue an issue for the betterment of the private rental business conducted by the state's landlords.
- A sympathy card was signed by all committee members present to convey our condolences to Mr Mark MEZGEC, the printer of our association's newsletter, on the death of his father.

**NEXT MEETING** to be held at Office on 31.10.19

**MEETING CLOSED AT** 19.28

**CHAIRMAN** *R. White*

**DATE** 31.10.19