

**ST. GEORGE CREATIVE ART & CRAFT CENTRE**  
**AGENDA FOR COMMITTEE MEETING 13<sup>th</sup> JUNE, 2014**

Attendance/Apologies as per attendance book – please sign book

**Apologies:** Leonie Graves

Minutes of Previous Meeting – Read by Attendees.

Moved – Bruce- Seconded – Jan – Approved.

**Business Arising from Minutes**

Officeworks donations: Norma will follow up.

**Correspondence -**

- **Out:** Letter sent to Barry Gallagher, Re Toilet. Barry is getting a quote to convert the fire door to toilet & locked door. Checked with David Linden and Barry re letter about a new toilet. Norma has sent Mr Lampe a letter.
  
- **In:** Karina – Letter of resignation.
  
- Sue Stapleton – email from Rob Goodfellow re cheque for \$1000 from George's River Lioness. Rob moved - letter of thanks to be sent – Agreed.
  
- **Richard Goodfellow – Rubbish removal from Centre.**  
Working on black cupboard – Half of rubbish has been removed.  
Norma has the matter in hand.

**Books** – Discussion re better ways to store and display those that are kept for sale.

Half of the books have been removed.

**Website** – Changes to Children's ages will be changed from 5 years to 6 years, Gilbert to update.

**Bus Trip - Letterbox Procedures**

Form and payment in an envelope and placed in the letterbox.

Whoever collects the money is to leave a note for Karina on her desk. Form must be filled out.

Karina will write name on the booking sheet list after receipting payment.

**Exhibition – Penshurst Library.**

- Margaret has organized this month's display.
- Elva will organize display for July
- Margaret will organize the display for November before the Exhibition and also provide leaflets and brochures for display at the Library.

**Repair of front door lock** – Now ok.

**Bruce** – Doors do not comply with Fire Regulations, the heavy wire door should have a single action lever, not bolt which can be locked from the outside.

Norma will ring the repairman, Fire brigade, David Linden etc to have the regulations in writing. Anne suggested a padlock and key could be used to lock the bolt into 'open' position when people are inside the building.

**Treasurer's Report**

**President's Report**

**New Business**

**Meeting finished**