

ABN:97 780 907 205 PO Box 265 Beaudesert Qld 4285 beaudeserttennisassoc@outlook.com www.beaudeserttennis.com.au

Meeting: Beaudesert & District Tennis Association – July General Meeting MINUTES

Date & Time: Thursday 21st July 2022 @ 6:15pm

Venue: Beaudesert Tennis Club & Teams Online

Attendance: Darren Thorpe, Lisa Quast, Craig Bridges, Lauren Griffin (Teams), Rachel Payne (Teams), Sharyn

Dent (Teams), Les Ferguson (Facetime)

Meeting Opened – 6:31pm

1. Apologies: Les Ferguson, Tim Fitzgerald

2. For Approval:

I. Confirmation of minutes of previous General Meeting: 02/06/2022

Moved: Lauren Griffin Seconded: Craig Bridges

II. Finance Report: April, May and June Reports.

Moved: Rachel Payne **Seconded:** Sharyn Dent

3. Correspondence - <u>beaudeserttennisassoc@outlook.com</u>

INWARDS:

- I. 01/06/22 NAB Statement for Account ending 8641 available online
- II. 02/06/22 Craig Tiley (TA) Feedback Survey Reminder
- III. 02/06/22 TQ Tennis Talks: Rod Laver Day Returns and Women Leaders Head to Cairns
- IV. 02/06/22 Blake Kebblewhite (TDO) GC Sport & Physical Activity Plan Update and Online Survey
- V. 03/06/22 Alan Mitchell (Grant Writer) Grant Opportunity Gambling: Community Benefit Fund
- VI. 06/06/22 Sportzing Gold Coast Reply to email sent 03/06. Requesting photos of courts to quote possible maintenance options
- VII. 06/06/22 Telstra May 2022 Invoice
- VIII. 07/06/22 QLD Government Sport & Rec (DTIS) Fairplay Voucher Makeover
- IX. 07/06/22 Blake Kebblewhite (GCRA) GCRA General Meeting Reminder for Wednesday 15th June 2022 @ 7:00 pm
- X. 07/06/22 Kelly Grant (Sportscover) Requesting second quote and photos of Lauren's car
- XI. 07/06/22 Blake Kebblewhite (TDO) Entry Form for Canterbury Junior Series Girls Only Tournament
- XII. 07/06/22 Blake Kebblewhite (TDO) Follow up on Club's June General Meeting and decision on the 'Click to the Court system
- XIII. 07/06/22 Jamie-Lea (Premier Sports) Reply to email sent 03/06. Quote for stenciling on new Courts 5 &
- XIV. 08/06/22 Jamie-Lea (Premier Sports) Reply to email sent 08/06 scheduling site visit
- XV. 08/06/22 Blake Kebblewhite (TDO) Gold Coast Region Matchplay Subcommittee: Terms of Reference



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- XVI. 09/06/22 Rick Gillow (BCC) Reply to email sent 09/06 regarding renewal of Sub-Lease. Rick to follow up with President of BCC
- XVII. 09/06/22 Blake Kebblewhite (TDO) Reply to email sent 07/06 regarding 'Click to the Court' system for Courts 5 & 6
- XVIII. 10/06/22 Kym (AusieBorn) Confirmation of Club Hoodie Order received
 - XIX. 10/06/22 Urban Utilities Quarterly Invoice March-May 2022
 - XX. 10/06/22 Origin Energy Electricity price change notification for Account 400001057985
- XXI. 11/06/22 Josephine Resurreccion Advising of Court Hire Gate left unlocked
- XXII. 13/06/22 Justin Pugliese (QM Properties) Request to amend Invoice Address for Sponsorship Fee
- XXIII. 14/06/22 Steve Hughes Mowing Invoice 826 for 09/06/2022
- XXIV. 14/06/22 Sport & Rec (DTIS) Community and Recreational Assets Recovery and Resilience Program
- XXV. 15/06/22 Origin Energy Electricity price change notification for Account 400001057928
- XXVI. 15/06/22 Sport & Rec (South West) Disaster Recovery Program for South QLD Flooding 6-20 May 22
- XXVII. 16/06/22 Scenic Rim Plumbing Repair Works Invoice 4621 for 17/02/22
- XXVIII. 16/06/22 Kelly Grant (Sportscover) Quote from first repairer preferred for Lauren's car damage
- XXIX. 17/06/22 Conan McDermott (Quickbooks) Follow up on Case 1583724340
- XXX. 17/06/22 Jamie-Lea (Premier Sports) Confirmation of site visit Friday 24/06 @ 7:30am for Court Upgrade Project
- XXXI. 17/06/22 Kieron Walsh (Soccer Club President/Selwyn Park Vice President) Reply to email sent 16/06 acknowledging request for 'No Parking' sign to be tabled at the Selwyn Park Committee Meeting. Also requested for a meeting to discuss Court Upgrade and impacts on the shared space.
- XXXII. 19/06/22 Rick Gillow (BCC) Certificate of Currency provided and Minutes with approval to resign Sub-Lease to come shortly
- XXXIII. 20/06/22 Conan McDermott (Quickbooks) Advising Case 1583724340 soon to be closed unless further assistance is required
- XXXIV. 20/06/22 Lisa Caruana (Scenic Rim CDO) State Government Community and Rec Assets Recovery and Resilience Program
- XXXV. 21/06/22 Kym (AusieBorn) Hoodie Order has arrived and Invoice 00007052 attached for payment
- XXXVI. 21/06/22 Blake Kebblewhite (TDO) Rod Laver Day Returns; Wear only white on 8th July 2022
- XXXVII. 22/06/22 Child Wise Legislation & Policy Update June 2022
- XXXVIII. 26/06/22 Quickbooks Subscription Direct Debit Payment scheduled
- XXXIX. 28/06/22 Steve Hughes Price Increase for Mowing Services
 - XL. 29/06/22 Sport & Rec (TDIS) New FairPlay online grants system is up and running
 - XLI. 29/06/22 Blake Kebblewhite (TDO) Dunlop Tennis Balls Price List for TA Coaches and Clubs
 - XLII. 29/06/22 David Quast Plumbing Invoice 00001256 to supply two new Urinal Cisterns
 - XLIII. 30/06/22 Kelly Grant (Sportscover) Confirmation that Sportscover will reimburse cost of repair to Lauren's car
 - XLIV. 30/06/22 Blue Card Services June 2022 News
 - XLV. 01/07/22 NAB Statement for Account ending 8641 available online
 - XLVI. 02/07/22 Keiron Walsh (Soccer Club President/Selwyn Park Vice President) Requesting further discussion on Court Upgrade with regards to safety.
- XLVII. 02/07/22 Hohl Plumbing Invoice 705523 for purchase of two stainless steel Cisterns
- XLVIII. 02/07/22 Alan Mitchell (Grant Writer) Information required to apply for GCBF Grant
- XLIX. 04/07/22 Graham Andrews (Council Facilities Officer) Reply to email sent 02/07 regarding council boundaries for Court Upgrade
 - L. 04/07/22 Dana Bradow (South West Sport & Rec) Disaster Recovery Funding for Not-For-Profit Sport and Rec Organisations
 - LI. 05/07/22 Kelly Grant (Sportscover) Confirming Lauren to pay for car repairs and Sportscover to reimburse
 - LII. 05/07/22 Tim Fitzgerald Coaching Court Hire Hours for Term 2 2022 to be Invoiced



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- LIII. 05/07/22 Alan Mitchell (Grant Writer) Confirmation of Referee approvals received for GCBF Grant Application
- LIV. 05/07/22 Blake Kebblewhite (TDO) Confirmation of 50pax Ash Barty Posters for giveaways at Open Tournament
- LV. 05/07/22 Jami-Lea (Premier Sports) Confirmation of fence information received from email sent 05/07 and advising that the current rain has affected the schedule slightly
- LVI. 05/07/22 Jayne Bates (Jordin Sports) Response to email sent 05/07 regarding new quote to resurface Courts 1 & 2, clarifying requirements for new quote
- LVII. 06/07/22 Rick Gillow (BCC) Advising June BCC meeting was cancelled and sub-lease approval to be minuted in the upcoming July meeting
- LVIII. 06/07/22 Telstra June 2022 Invoice
- LIX. 08/07/22 Brianna Hutchinson (Jordin Sports) Updated quote for resurfacing of Courts 1 & 2
- LX. 08/07/22 Nathan Hewitt (Complete Asbestos) Acknowledgement of email sent 08/07 regarding Asbestos removal. Start time to be confirmed.
- LXI. 08/07/22 FairPlay Vouchers (DTIS) Register for new FairPlay online system
- LXII. 11/07/22 Alan Mitchell (Grant Writer) GCBF Application for comment and approval
- LXIII. 11/07/22 Hohl Plumbing Statement as of 30/06/22
- LXIV. 11/07/22 K2K Signs Order #2683 Confirmation for No Parking sign
- LXV. 12/07/22 Alan Mitchell (Grant Writer) GCBF Application for record keeping
- LXVI. 13/07/22 Blake Kebblewhite (TDO) Gold Coast Region Competitive Play Sub Committee
- LXVII. 13/07/22 Georgia Strattan (TQ Marketing) Marketing material for Beaudesert Open Junior Age and Men's Prize Money Tournaments
- LXVIII. 14/07/22 Nathan Hewitt (Complete Asbestos) Scheduling of Asbestos removal for Court Upgrade
- LXIX. 14/07/22 Blake Kebblewhite (TDO) Confirmation of online links to Beaudesert Tournaments for player entry
- LXX. 15/07/22 Gambling Community Fund Confirmation of Gambling Community Benefit Fund Application received Number: APP-035908 CBFU:0047064
- LXXI. 15/07/22 Blake Kebblewhite (TDO) Facebook Tutorial How to Create a Facebook Tennis Event Thursday 28 July
- LXXII. 15/07/22 Blake Kebblewhite (TDO) Women and Girls in Tennis Expression of Interest
- LXXIII. 15/07/22 Jamie-Lea (Premier Sports) Colours to be selected for Court Upgrade surface
- LXXIV. 16/07/22 Rachel Payne (Treasurer) Club EOM Reports for April, May and June 2022
- LXXV. 17/07/22 Rick Gillow (BCC) Minutes with approval to renew Beaudesert Tennis & BCC Sublease Agreement for 2022-23
- LXXVI. 18/07/22 Jamie-Lea (Premier Sports) Confirmation of onsite works starting today
- LXXVII. 18/07/22 Tim Fitzgerald (IP Flourish) Confirmation of IP Flourish Sponsorship for 2022 Open Men's Prize Money Tennis Tournament
- LXXVIII. 18/07/22 Blake Kebblewhite (TDO) ClubSpark Training and Q&A for Clubs
 - LXXIX. 18/07/22 Lacey Sawtell (Council CDO) SRRC Community Grants Open
 - LXXX. 19/07/22 Ian & Kathie Brosnan Key information for Tom Ferguson Shield 2022
 - LXXXI. 20/07/22 Jamie-Lea (Premier Sports) Reply to email sent 20/07 confirming when asbestos removal can be booked and interim handover date of completed works



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OUTWARDS:

- 03/06/22 Sportzing Gold Coast Enquiry if Courts 1 & 2 can be cleaned to remove mold and sand build up
- II. 03/06/22 Premier Sports Price enquiry to have the word 'Beaudesert' screen printed on new courts
- III. 07/06/22 Committee June 2022 General Meeting Minutes
- IV. 07/06/22 Blake Kebblewhite (TDO) Reply to email received 07/06 regarding committee's decision on the Click to the Court system
- V. 07/06/22 Julie Ferguson (QLD Cancer Council) Confirming Clubhouse available for hire for the 2022 Blue BBQ and Hire Agreement attached
- VI. 08/06/22 Premier Sports Request for Project Manager to visit the courts to discuss the project before commencing.
- VII. 08/06/22 AusieBorn Club Hoodie Order
- VIII. 09/06/22 Kelly Grant (Sportscover) Reply to email received 07/06 with second quote and photos attached
- IX. 09/06/22 Rick Gillow (BCC) Follow up on renewal of Sub-Lease for 2022/23
- X. 16/06/22 Jamie-Lea (Premier Sports) Scheduling of Project Site Visit
- XI. 16/06/22 Kieron Walsh (Soccer Club President/Selwyn Park Vice President) Submission of 'No Parking' sign for Selwyn Park Committee approval and notification of Court Project works commencing July
- XII. 25/06/22 Kieron Walsh (Soccer Club President/Selwyn Park Vice President) Reply to email received 17/06 regarding upcoming court construction. Further information to be supplied after site visit with Contractors
- XIII. 27/06/22 Committee Upcoming Key Dates (July/August 2022) for the Club
- XIV. 28/06/22 Blake Kebblewhite (TDO) Assistance with creating Open Junior Age and Men's Prize Money Tournaments online in Tournament Planner
- XV. 29/06/22 Kelly Grant (Sportscover) Attached updated Quote from Scenic Smash for Lauren's Car
- XVI. 01/07/22 Kelly Grant (Sportscover) Response to email received 30/06 requesting clarification on who is to pay the repairs invoice
- XVII. 02/07/22 Committee Courts 5 & 6 Construction update
- XVIII. 02/07/22 Kerion Walsh (Soccer Club President/Selwyn Park Vice President) Response to email received 17/06 regarding concerns with Courts 5 & 6 construction and impact on Selwyn Park patrons
 - XIX. 02/07/22 Jeff Baguley (Council) Clarification on Fencing and Lease regarding Courts 5 & 6 upgrade
 - XX. 05/07/22 Alan Mitchell (Grant Writer) Reply to email received 02/07 regarding information required for GCBF Grant
 - XXI. 05/07/22 Jamie-Lea (Premier Sports) Confirmation of front fence position as agreed by Council
- XXII. 05/07/22 Jordan Sports Seeking new quote to resurface synthetic grass Courts 1 & 2
- XXIII. 05/07/22 Rick Gillow (BCC) Follow up on BCC minutes approving Sub-Lease for 2022/23
- XXIV. 08/07/22 Nathan Hewitt (Complete Asbestos) Seeking date for removal of Asbestos relating to Courts 5 & 6 Upgrade
- XXV. 10/07/22 Alan Mitchell (Grant Writer) Attached quote for resurfacing of Courts 1 & 2 required for GCBF Grant Application
- XXVI. 12/07/22 Georgia Stratton (TQ Marketing) Junior Age and Open Men's Prize Money Tournament details for Marketing materials
- XXVII. 14/07/22 Committee Confirmation of Junior Age and Open Men's Prize Money Tournament links live and online
- XXVIII. 14/07/22 Committee July 2022 General Meeting Reminder
 - XXIX. 17/07/22 Various Contacts Seeking Sponsorship for 2022 Open Men's Prize Money Tournament
 - XXX. 17/07/22 Scenic Rim DDS Offer to renew Gold Sponsorship for 2022-25
- XXXI. 18/07/22 Jamie-Lea (Premier Sports) Confirmation of letter drop advising neighbors of Court Upgrade works



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RECEIVED VIA PO BOX:

- I. Jon Krause (MP) 2022 Australia Post Community Grants Program
- II. Jon Krause (MP) QLD Day Sponsorship Program 2023
- III. Jon Krause (MP) 2022 QLD Country Bank Good for Good Community Grant
- IV. Jon Krause (MP) 2022 ANZ Seeds of Renewal Grants Program
- V. Jon Krause (MP) Round 14: Strengthening Rural Communities



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- 4. FOR DISCUSSION Business arising from Minutes of previous General Meeting: 02/06/2022
 - I. Outstanding Maintenance Items:
 - Piping for Courts 3 & 4 Gap Craig has purchased rolls of drainage pipe to use in the gaps. Work in progress.
 - Men's Urinals Darren confirmed that the new Urinals have been purchased from Hohl Plumbing, installed by David Quast and working well.
 - II. Insurance Claim for Lauren's Car (Damage from Open Day) Darren rang Sportscover Insurance to clarify payment process. The executive group approved for the Club to pay the repair Invoice and Sportscover will reimburse the Club minus the excess. Lauren advised that her car is currently at Scenic Smash being repaired.
 - III. **New "No Parking" Sign for Tennis Driveway** Darren met with Keiron Walsh and Jenny Snow from Selwyn Park Committee who approved the purchase of the 'No Parking' sign. Darren has purchased the new sign and awaiting delivery. Sign to be erected on Selwyn Park Oval fence at the opening of the driveway access to our club.
 - IV. **2022 Charity Shield Event Expenses/Profit** Rachel has confirmed the cost breakdown as below. Lauren to contact DVConnect for Bank Account details for Rachel transfer the \$1400 donation.
 - Total Income \$2097.50
 - Expenses \$665.21
 - Total Profit \$1432.29
 - V. **Bicycle Club Sub-Lease Renewal for 2022-23** Lauren advised that we have received BCC's current Certificate of Insurance and the confirmation of Meeting Minutes approving the Sub-Lease renewal. Lauren suggested if we could extend the sub-lease period to 2/3 years for the next renewal as the Sub-Lease partnership has been working well thus far. The committee are happy to review the sub-lease period and hire charge before the expiry of the current renewal.
 - VI. **Click to the Court System** Darren and Lauren have discussed this with Blake Kebblewhite and agreed to reassess when the new Hard Courts are available.
 - VII. QCC Clubhouse Hire (September 2022) Lauren has emailed Julie Ferguson on the 07/06 with the Hire Agreement however has not heard a response. Darren advised he has heard from Julie this week and QCC are still keen to use the clubhouse. Darren confirmed that Julie will return the completed Hire Agreement via email.

For Discussion - Action Items						
NO.	ACTION ITEMS	ITEM NO.	WHO	DUE DATE		
1.	Piping to be fitted in gaps on Courts 3 & 4	l.	Craig Bridges & Lisa Quast	NA		
2.	"No Parking" sign to be erected once delivered	III.	Darren Thorpe	NA		
3.	Contact DVConnect to obtain Account Details for	IV.	Lauren Griffin/Rachel	ASAP		
	Donation transfer		Payne			



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5. AGENDA:

- I. Covid Update No new changes for Tennis to date.
- II. Courts 5 & 6 Update Demolition works started on Monday 18/07 and the courts have been prepped and ready for the concrete pour. The pour was scheduled for this Friday however has been postponed to next Monday 25/07 due to wet weather. Premier Sports have advised that topsoil will be required around the courts which wasn't quoted in the original quote. They have provided a separate quote of \$2255.35 for the Topsoil which the committee have sighted and approved. The tentative completion date for the upgrade is late September, early October 2022. Asbestos removal is scheduled for Friday 5th August. Darren is to confirm with Premier Sports if Friday is suitable for Asbestos removal. Darren also raised concerns about the exposure of the Meter Box once the Asbestos is removed and will reach out to Rhys Brown Electrical for advice.
 - Court Colours: The committee like the court colours at Canterbury College, KDV Sport and Matchpoint Tennis North Lakes and have agreed on a darker blue for the court inners and a bright Blue on the outers. Darren to check with Premier Sports if they know what the names are of the blue colours used at those locations.
 - Name Stencil on Courts: Committee have agreed to two stencils with the wording "Beaudesert" to be placed on the courts at the Selwyn Park end. Darren to confirm the size of the wording with Premier Sports.
- III. **Grants Update** Alan Mitchell has applied for the GCBF Grant on behalf of the Club, to contribute towards the resurfacing of Synthetic Grass Courts 1 & 2. Darren to look at the open Grants received in the mail and liaise with Alan if we are eligible to apply.
- IV. Coaching Update Tim to provide at next meeting.
- V. New Maintenance Items:
 - Organize for Courts 1 & 2 to be cleaned as a priority for the Open Men's Prize
 Money Tournament. There is a significant amount of mould on the courts due to
 the constant wet weather.
- VI. **Updated Quote for Resurfacing Courts 1 & 2** Received new quote from Jordin Sports Constructions for a total of \$68,063.44 + GST. This quote does not include fencing or allowance for base repairs. Alan has included this quote in GCBF Grant application.
- VII. **Debit Card Top Up and Limit** Committee has agreed for Rachel to automatically top-up the Debit Card to \$500 when the funds are down to \$50.
- VIII. 2022 Open Junior Age and Adult's Prize Money Tournaments
 - Junior Age (30th-31st July):
 - **a. Draws/Schedule** Blake to assist Lauren/Tim with TA Planner software after the entry deadline closes on Tuesday 26th July 2022.
 - **b.** Tennis Balls/Line Chalk Darren has confirmed that we have plenty of Red/Orange/Green and Yellow Balls. Darren to purchase additional line chalk from Bunnings if Mitre 10 Beaudesert doesn't stock the chalk.
 - **c. Trophies** Lauren to order Gold and Silver Medallions with Ball Colours for the Ribbons from Beaudesert Trophy Shop.
 - d. Food/Drinks Lauren to purchase Pies, Sausage Rolls, Hot Dogs and Snack Chips to sell over the weekend. Drinks are already in stock in the Canteen. Committee are happy to provide complimentary Tea, Coffee and Hot Chocolate for players and guests.
 - **e. Helpers** Darren & Craig can help on the Saturday and Sharyn & Rach can help on the Sunday.
 - Men's Prize Money (27th-28th August): Lauren has emailed out Sponsorship Proposals to prospective Sponsors for contribution to the prize money on offer.



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Currently we have had one business (IP Flourish) confirm their interest in sponsoring this event. Further details regarding this tournament to be discussed at the August meeting.

- IX. **Tom Ferguson Shield (Sunday 7**th **August 2022)** Darren and Lauren have filled all positions for the Beaudesert Team. Lauren has sent all the relevant details relating to the event to the players. Jim Deehan and Chris Robinson are available as reserves as confirmed by Lisa and Darren.
 - Club Shirts Lauren has kindly asked to borrow some of the committee's Club Shirts for the event. Lauren will wash and return the shirts at the completion of the event.
- X. **Scenic Rim DDS Fundraising** Lauren received a phone call last week from Amanda Young at Scenic Rim DDS advising that their upcoming Fundraising event will be to raise money for our club. The committee are very humbled by this kind gesture.
- XI. **Mowing Services Price Increase** Steve Hughes has increased his mowing prices from \$70 to \$80 p/h. This is understandable due to the increase of fuel prices and the committee are happy to continue using Steve's services.
- XII. Increasing Incidents of Court Gates left opened Lauren has been notified several times over the past 6 months of the court gates being left open. Issues with both the court hire gate and main gate being left opened. There is not much the committee can do about the court hire gate being left opened however we can be more vigilant on checking the main gate after nightly Fixtures/Coaching sessions. Lisa and Darren suggested that we could purchase signs to put on each gate as a reminder to lock the gate after use. Lauren to investigate sign options.

Agenda - Action Items						
NO.	ACTION ITEMS	ITEM NO.	WHO	DUE DATE		
1.	Courts 5 & 6 Upgrade – Asbestos removal, Metre	II.	Darren Thorpe	ASAP		
	Box, Court Colours and Stencil Wording					
2.	Open Grants – Check eligibility	III.	Darren Thorpe	ASAP		
3.	Organise Courts 1 & 2 to be cleaned	V.	Darren Thorpe	15/08/2022		
4.	Junior Tournament Prep – Trophies, Draws,	VIII.	Lauren Griffin	21/07/2022		
	Schedule, Food etc					
5.	Purchase Line Chalk for Tournaments	VIII.	Darren Thorpe	21/07/2022		
6.	Tom Ferguson Shield Prep	IX.	Lauren Griffin	06/08/2022		
7.	"Lock Gates After Use" Signs	XII.	Lauren Griffin	NA		



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6. OTHER BUSINESS:

- I. Lauren has emailed an offer to Scenic Rim DDS to renew their Gold Sponsorship for 2022-25.
- II. Lisa advised that there aren't enough players to form a Thursday night Fixtures Competition for Season 2, 2022. Several of the players have moved to either Monday or Wednesday night Fixtures.
- III. Craig mentioned that Boonah Tennis are always interested in playing Tennis with our club, and to contact Rod Travis.

Other	Other Business - Action Items						
NO.	ACTION ITEMS	ITEM NO.	WHO	DUE DATE			
1.	Follow up on Scenic Rim DDS Sponsorship Renewal	I.	Lauren Griffin	17/08/2022			

Next Meeting – Thursday 18th August 2022

Meeting Closed - 8:53pm



