

Dromana Foreshore Committee of Management Inc.
Minutes of Meeting held on 23rd March 2026
Dromana Tennis Club at 6.30pm

Meeting Opened: 6.30pm.		To be actioned by
1.	<p>In attendance: JA, MB, MT, NM, JW, LA, AR Invited: ME WC Observer: Apologies: MPBBA-RG, JS, RG.</p>	
2.	<p>Conflicts of Interest – Chairperson asked for any changes of conflict of interest - NIL</p>	JA
3.	<p>Minutes of Meeting held on 23rd Feb 2026 Moved: JW Seconded: NM-Carried:</p>	JA
4.	<p>Secretary/ Correspondence/Transfers/ Financial Statement Correspondence/Transfers/Financial Statement</p> <p>Moved: MT Seconded: MB - Carried.</p>	WC/MB
5.	<p>Matters Arising: A TV commercial is to be filmed on Thurs 26th March at Anthony's Nose – this has been previously approved via email correspondence with committee. Ad is for the Govt new Aus Alert being sent to Mobile phones.</p>	
6.	<p>Subcommittee Reports:</p>	
	<p>Caravan Park- Has been extremely quiet past few weeks, not a lot of people on the weekends as well as during the week. Outside shower issue has been sorted. Cleaner has been advised not to leave a lot of toilet paper stock in the public toilets but can leave a small amount in T2 & T3.</p>	MB JA/RG
	<p>Works / Bay Trail – After a walk through and inspection of BS105 – No asbestos was evident. BS150 & BS152 both have high probability of asbestos in the eaves. Can the works tracker be incorporated with the program used for the condition reports? All future works approval letters are to have a section added with a box to be ticked off by the owner to advise DFC of the completion of the approved works and returned via email. The depot gate has dropped considerably, and work will need to be done to it so that it can be opened by staff easily. ME will have a look and rectify if possible.</p>	JW JA/LA MT/NM (ME)
	<p>Latrobe Reserve – Some stair supports need repair. Suggestion made that signage be erected warning that users should proceed with caution when using these stairs. ME to have a look at what we have in the depot. Quotes to be arranged for replacement/repair of steps.</p>	MT LA (ME)
	<p>Vegetation Management – Tree works have been completed.</p>	MT LA (ME)
	<p>Finance – Expenditure has been more this year mostly due to increased wages. Upcoming BS fees will bring finances back to a better level. The revenue is matching the expenditure. The fitting out of the new shed is yet to be completed. Discussion had regarding contractors being more flexible with hours V an employee and also type of payments made with regard to superannuation. Employee/Employer contracts can exclude super payments if both parties agree. MB will look into this avenue. Switchboard at T3 needs to go ahead after the season ends. Send approval for quote.</p>	MB
		WC✓ ME MB WC✓

	<p>Grants – MB sent to AR - a letter he had received outlining grants available that may suit DFC. T5 and Federation Walk awaiting approval of grant money, T7 stairs will start after Easter. Port Phillip Bay Fund grant is in the early programming stages with DP School.</p>	<p>MB JS</p>	
	<p>Combined Foreshores – Nil</p>	<p>ME</p>	
	<p>Town Centre – Pier work is well under way and the car park/machinery area seems to be working well.</p>	<p>ME</p>	
	<p>Staff / Volunteer Liaison – MB to speak with current contactor about a mutually agreeable contract with DFC. KE has reduced her work hours and will come in for an extra day if or as required.</p>	<p>MB RG JW</p>	
	<p>Dogs on Beaches – Lots and lots of dogs on the beach. Patrols by the shire are non-existent.</p>	<p>JS MB</p>	
	<p>All Subcommittee Reports approved Subcommittee Reports: Moved: LA Seconded: MB -Carried</p>		
7.	<p><u>Other Business:</u></p> <p>BP works to be finished by Oct.</p> <p>The large, donated table and chairs for the new shed is to be picked up when ME has time.</p> <p>Website: All up to date.</p>	<p>NM</p>	<p>ME</p>
8.	<p>Meeting Closed: 7:50pm Next meeting: 27th April 2026 @ 6:30pm at Dromana Tennis Club</p>		