



MRCA Meeting Minutes

Wednesday 8th April 2026

Attendees: Kerry Rooney, Leanne Pattison, Leanne Thurling, Sally Hughes, Di Fett, Leah Oliver

Apologies: Jenny Wholohan, Tony De Salis,

Minutes of Previous Meeting: Endorsed by the committee, with minor amendments to come

Meeting commenced: 6:15pm.

Action Items

NO	ITEM	DESCRIPTION	ACTION OFFICER	STATUS
4	Railway station lease renewal	Forward lease proposal to Graeme to review and provide advice to the committee 14/05/2025 – hold over for next meeting 11/06/2025 – hold over for next meeting Draft document provided by UGL 10/12/25 – Currently the MRCA to continue with current lease terms. New lease draft to be made available 11/03/26 Both leases were distributed to the Committee in December. Kerry suggested to UGL a peppercorn rent as an incentive to sign the new lease. On 20 Feb, UGL sent a document seeking our position on Hold Over, or Sign a New Lease. Kerry to circulate to Committee for consideration at next meeting. 8/4/26 Remains under consideration.	Kerry	Under Consideration
8	Hanns Lane	Propose to council that the road between Ryrie St and the oval be named 'Hanns Lane' 10/9/25- For consideration, to progress when time permits.	Kerry	For consideration
10	Playground Structure	10/9/25- Look into trees as a suitable solution to a playground structure. 8/10/25- no update 10/12/25 - email tree options for consideration. 11/02/25 – Proposed tree options discussed, detailed options and requirements were circulated by Leah to the Committee. Sally asked if Council should be consulted about planting trees. 8/4/26 – Possibility of incorporating project into Landcare proposal.	Leah	In progress
16	Contactless payments	10/12/25 – National regulations require board members information. Square account is closed, looking at alternative providers. 11/2/26 – Still investigating provider options.	Kerry	In progress
17	Water installation for park BBQs	10/12/25 – Water pump and pipe installation. Enquiry with plumber Charlie regarding requirements and quote for installation to BBQ area. 11/2/26 – to be progressed.	Leanne P	In progress



		11/03/26 – Ask Charlie specifically if he would quote on a small tank on a stand with a hand pump, attached to BBQ roof. This would need a grant application. 8/4/26– Reschedule time with Charlie to review.		
18	Risk assessment & management insurance	11/03/2026 Install signs at railway station prior to market. Contact Brent Wallis to get a quote on a fire assessment for the railway station. 8/4/26 Updates in Presidents report. Two fire extinguishers acquired. It was confirmed that fire assessments are not a requirement for MRCA for the railway station.	Kerry	In progress
19	Landcare	Committee to consider proposal by Markus Buchhorn for Michelago Landcare to become a sub-committee of MRCA. 8/4/26 Provisional acceptance of project proposal – Kerry to contact with acceptance and clarification on insurance and financial expectations.	Committee	In progress
20	Volunteers Grant	Committee would like to pursue grant. EOIs due with Kristy McBain’s office by 3 April. Funding to cover fire assessment, extinguishers and chimney sweep. 8/4/26 Grant submission made for insurance premium and website costs as fire issues not eligible.	Di	Complete

5. President’s Report

Refer to Attachment 1 for full report.

- Risk Assessment update: Police notified of the event and accessible if or when required. Kerry to contact Elders to discuss conversation with local police.
- Sally to contact Correctional Services for mowing before heritage event.

6. Treasurer’s Report

Refer to Attachment 2.

- No update from previous minutes.
- Kerry’s request for reimbursement on signage was approved by committee.

7. Events

ANZAC Day and Working Bee

- Gregg will organise and MC this year’s ANZAC Day ceremony.
- Leanne T will deliver a poem, follow up song to be played.
- Dee to co-ordinate music and Choir to sing as well.
- Clean up day set for 19/4/26.



Magpie

- Service station agreed to stock the Magpie. Cash sale only for \$2, trial run and see if this works, Leanne P coordinating.
- Advertising fees currently cover costs of printing and continue to be successful.
- Advertising fees to be paid in quarterly, easier to manage for Leanne and businesses.

Heritage open day and Market

- 23 vendors including community groups, are confirmed. With a large variety of handmade business, local produce and second-hand traders. Red cross, P&C school to host a bake sale. RFS, MRCA and Choir.
- Kerry to send reminder email to stall holders regarding gazebo weights and market requirements.
- Map to be marked out and circulated- Kerry and Leah to coordinate
- MRCA stall: Marquee loaned by 2MNO with donation from Kerry. Leanne P will run the stall, including Raffle tickets and white elephant stall. Micheal Scanlon, a new MRCA member, will share the stall, under the MRCA insurance to sell vintage ceramics and wares. Raffle to be drawn at MRCA stall.
- MRCA sales: Leah to support with personal square device, cash sales and float by Leanne P.
- Marketing: Brochures printed and circulated to local homes by Leanne P and Leanne T. Leah to print and laminate posters. Advertising sent out by Kerry, in the Bredbo email newsletter, CBR weekly and Cooma visitors' centre. Kerry to send to the Monaro Post.
- Morse code – Kerry to follow up with Lindsay if able to attend. Brendan Jackson is unfamiliar with our device; he is interested in presenting and discussing even if device isn't available.
- Two talks to be delivered by Kerry - Di to ask Erik Jochimsen to talk about the station information.
- Dressing station- Leanne P and Kerry to bring plant pots and items to dress the station room and entry.
- Management delegation – Traffic control, (Kerry, Sally, Leah and Elizabeth) for early start- drop off and car parking allocated for vendors. More volunteers required.
- Leanne P discussed- Lana to bring 2 mini horses as petting option for children. They will walk around the market on leads.
- Garbage – two additional bins, bins from hall to be brought up.
- Hall booked as weather back-up plan for bad weather.
- Mark up stall Saturday afternoon prior to event- Leah, Kerry, Leanne.

8. Landcare

The Committee discussed the Landcare proposal following on from the information provided at the previous meeting.

It was noted that MRCA's objectives include environmental and heritage matters, which are consistent with Landcare's.

The committee expressed its concerns that we cannot accommodate additional responsibility within the MRCA without additional volunteers to support any new activities.

It was noted that Markus would bring a good skillset, is familiar with the MRCA and already provides IT support for MRCA.



It was also noted that Interest has been expressed from other Landcare members in supporting local Landcare project initiatives and that this support would continue if Landcare became part of MRCA.

The committee reached a consensus and agreed that Landcare become a sub-committee of MRCA, provided that we can find suitable insurance and subject to clarification of Landcare's financial situation and commitments. The committee wanted to also ensure that its expectations that Markus and other existing Landcare members will manage Landcare projects be made explicit.

9. New Members

Michael Stangston's application accepted by committee. He runs a landscaping business in Queanbeyan. Through his role, he's worked with community groups and councils on open spaces, parks and environmental matters. He is willing to help support members and advise on land management, tree management etc.

An application for membership from Michael Scanlon, a local resident of Michelago was also accepted by the committee.

Meeting closed: 8.15 pm



ATTACHMENT 1: President's Report 8 April March 2026

Heritage Market and Open Day

- 23 participants confirmed
- \$500 sponsorship

Risk Assessment and Insurance for the Market

Completed. Mitigation measures all in train. Safety signage and fire extinguishers all purchased. Posts concreted in. Signs being printed now. Total Cost is around \$740.

Everything provided to Elders Insurance in regard to police, fire and first aid.

Publicity for the Market

Next big effort is the publicity.

- The event is in the Magpie, the newsletters for Burra, Royalla and Bredbo (although missed hardcopy for Bredbo) and submitted to the Canberra Weekly and Cooma Visitors Centre.
- Leah is printing A4 and A5 posters.
- Leanne P and Leanne T have offered to do a letterbox drop for some Michelago residents. Left to do: Ryrie Hill, Kellys, Tinderry, Mt Burra, Willows,
- I have six 600 x 900 roadside signs coming
- I must focus on social media in the remaining weeks

Other Market related stuff

- Have asked to borrow 2MNO's marquee so we can have an MRCA stall outside.
- Have promised a table to the Red Cross who will go on the platform as well as Gail Neuss.
- Have one other who wants an undercover position. She could go inside or under the 2MNO marquee with Michael Scanlon.
- Meet at Station Saturday afternoon 2 May to set up as much as possible.
- Props to 'dress' the station appreciated – please drop off to station on 2 May.
- Need to determine Sunday start time – 8 am?
- Will tell stallholders to bring weights as ground is hard for pegs.

Clean up Day 19 April 10.30 am

- LT, LP, KR and Michael Scanlon.

Grounds

Have yet to hear from Cooma gaol. Sam W. mowed for the Easter Egg hunt.

Correspondence

[1 April email from Kylie Gilmour UGL Property Coordinator](#)



Email exchange with UGL about the onerous conditions in their proposed new lease agreement. 1 April UGL response somewhat cryptic. "As you are currently in agreement, the existing terms would remain the same and would simply transition to the updated lease agreement."

26 March Gallagher Insurance Broker

- Quote for Public and product liability insurance \$841 (roughly the same as Elders)
- Quote for Associations Liability \$874 (much lower than Elders quote of approx. \$1400)

11 March Michael Sangston membership application explanation.

[Treasurer's Report: see Attachment 2.](#)

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ATTACHMENT 2: Treasurer's Report 8 April March 2026

Michelago Region Community Association

TREASURER'S REPORT

INCOME & EXPENDITURE

1 July 2025 to 8 April 2026

COMMUNITY GENERAL ACCOUNT:		\$
Opening balance at 1/7/2025		11,473.19
Credits/Income:		
Membership fees	215.00	
Magpie advertising	1,340.00	
SMRC	200.00	
Donations	452.80	
Fundraisers	1,366.81	
Subtotal		3,574.61
Debits/Expenditure		
Electricity	644.72	
Licenses and Fees	834.67	
Insurance	685.12	
Repairs & Maintenance	0.00	
Printing costs	143.86	
Community Event costs	150.00	
Sub-total		<u>2,458.37</u>
Closing Balance as at 8/4/26		<u>\$12,589.43</u>

GRANT ACCOUNT:		\$
Opening balance at 1/7/2025		9,313.06
Credits/Income:		
17-Jul Kelly Family donation	400.00	
19-Nov Transfer - Painting invoice	1,000.00	
22-Dec Heritage NSW	1,700.00	
Subtotal		3,100.00
Debits/Expenditure:		
23-Jul NB Design	1,408.00	
18-Nov D&D Effects	4,000.00	
19-Nov D&D Effects	4,000.00	
20-Nov D&D Effects	980.00	
11 Feb Reverse Nov trf	1,000.00	
Sub-total		<u>11,388.00</u>
Closing Balance as at 8/4/26		<u>\$1,025.06</u>