

**MINUTES OF ANNUAL GENERAL MEETING**  
**KAYWANNA BORE WATER SUPPLY BOARD**  
HELD AT FINDEX OFFICES, 24 McLEAN STREET,  
GOONDIWINDI QLD 4390  
ON 23 JUNE 2021 AT 10:00am

**Opening:** The meeting opened at 10:09 am

**Present:** Geoff Woods (Chairman)  
Kayla Schwager  
Joanne Bigg  
John Allen  
  
Dale Whittaker (Secretary)

**Apologies:** Bill Davison  
Alice Woods

**Minutes of previous meetings:**

Minutes of the previous meeting on 16<sup>th</sup> June 2020 held at Findex offices were reviewed by the meeting.

Moved: Kayla Schwager      Seconded: Geoff Woods

***“That the Minutes of the 16<sup>th</sup> June 2020 meeting are a true and correct record”.***

**Business Arising from the Minutes:**

Nil

**Chairman’s Report**

The 2021 report was tabled by the Chairman who moved that it be adopted.

Moved: Geoff Woods  
Seconded: Joanne Bigg

**Correspondence Inwards and Outwards:**

- Correspondence inwards & outwards was tabled by the Secretary, noting that most of it is now received in electronic format and is available for inspection by the board members.

Moved: John Allen  
Seconded: Joanne Bigg

***“That the correspondence inwards be received, and the outward be adopted.”***

## Business arising from the correspondence

Nil

### Budgets and Accounts:

1. Secretary tabled financial reports as follows ;
  - a. Financial Statements to 31 May 2021
  - b. Adjusted budget projections for 2021 financial year

Moved: John Allen  
Seconded: Kayla Schwager

***“That the financial report to 31 May 2021, and updated 2021 budget projections be adopted.”***

2. The Secretary tabled the proposed 2021 Budget with the following comments:-
  - a. If the same level of rates at \$1.00 per hectare be maintained, that will result in a projected **operating cash flow surplus for the year of approximately (\$5,036)**.
  - b. The per hectare rates are currently \$1.00/ha – increased by \$0.10/ha last year.
  - c. The per hectare rates was \$0.90/ha for the period 2017 to 2020.
  - d. The DNRM’s preference is that we should project for cash surpluses **after depreciation charges** each year. Depreciation is estimated at approximately \$55,000 per annum.

Moved: John Allen  
Seconded: Kayla Schwager

***“That the annual Kaywanna Water Board rates be maintained at \$1.00 per hectare for the ensuing 12 months in accordance with the tabled 2022 cash operating projection.”***

**Finance**  
Nil

**General Business:**

1. The Telstra dialer at the Kalala bore site has been disconnected. It was discussed whether we should ask Telstra to reconnect the line. The directors believe we should ask Telstra to reconnect this.
2. The board discussed the hire of the digger to ratepayers. A daily hire arrangement seemed an appropriate way in which to charge rate payers.

Priority would have to be given for board use, before rate payers.

3. It was resolved to invoice ratepayers where repairs are needed to the bore line – where those repairs are required following actions attributable to the ratepayer (ie; at the ratepayers fault).
4. The board discussed the need to resolve the delivery issues at 'Redfield' / 'Litchfield Downs.

**Close:**

The Chairman closed the meeting at 11:41 p.m