



# WHITE WATER MEADOWS CITIZENS' ASSOCIATION

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## MINUTES OF GENERAL MEETING

Held at the Community Entrance

March 30, 2014

### **Executive Members Present:**

Andrea Golding - President  
Andrew Grant - First Vice President  
Petrina Heny - PRO  
Maureen Collins - Secretary  
Joan Allison - Assistant Secretary  
Nicolas Williams - Asst. Treasurer

### **Executive Members Absent:**

Peter Hutchinson - Treasurer  
Donald Scott - 2<sup>nd</sup> Vice President  
Apology was given for Peter Hutchinson's absence.

### **Non Executive Members Present:**

Donald Tomlinson - Head – Planning & Development Department

### **Non Executive Members Absent:**

Peter Baker - Company Secretary

### **Members Present – 22**

Meeting was called to order at 5:22pm. Moderator was Andrew Grant. Prayer was offered by Andrea Golding. No minutes were read.

### **MATTERS ARISING:**

- ❖ **GAZEBO:** - Moderator indicated that the floor space was 500 sq. ft. Two (2) estimates were given.

J\$912,000.00, and the other, J\$500,000.00. The Executive Committee has decided that it will go with the proposed estimate of J\$500,000.00.

The Gazebo will serve various purposes: Meetings, Training Sessions (4H), Fund-Raising Activities, Relaxation, Etc.

Design – Open Area, with an Apex roof. Roof will be made from Alu-Steel Sheets which will reduce building costs of roof to J\$88,000.00 Hurricane straps will be a part of the structure. Light posts will be used for columns. We are hoping to get these from the Jamaica Public Service Company (JPS). This will further cut costs by \$50,000.00.

Gazebo will be erected where the current one is. It will accommodate any further development.

Roof



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## Fund Raising For Gazebo: -

\$74,000.00 - From Night Out  
\$96,000.00 - From LIME  
\$22,000.00 - From Movie Night  
\$200,000.00 - From Tag Drive (Target) So far, up to 27/3/14, \$60,600.00 had been collected

It is estimated that Ground for the facility, will break by mid May 2014, if collection of funds continues the way it has been. 16 persons present at the meeting (100% of residents present) also voted to accept the proposal of cost estimate of J\$500,000.00, for building the gazebo.

Escalation of any costs beyond the amount proposed, will require the Executive Committee to come back to the Residents for approval.

Inquiries were made as to whether the funds are available as cash. This was confirmed by the President.

**RETRO PARTY:** - Residents were asked to spread the word. The Executive Committee is trying to get some free advertisement from some radio stations. J\$40,000.00 is the cost of the Sound System to play. Entrance Fee - \$300.00 per person. Event starts at 9:00pm. Serving of food will start earlier in the afternoon. Liquor – straight and mixed will be on sale. Red Strip truck will hopefully be there. Bunting and Bamboo will be used for fencing. Security will be present. Toilet will be erected. Letters have been drafted to send to companies to solicit donations.

**LABOUR DAY PROJECT:** - Although there was the plan not to have another Labour Day project this year, because of preparation for the Retro Party on that evening, some residents expressed that some project should be carried out. Andrea, however expressed that this project should be completed in half a day. Petrina suggested cleaning up of the entrance to White Water Meadows and that it should be concreted where the signs are. Another resident suggested that cleaning up should be so scheduled so that each person would only assist with cleaning the entrance at least once per year. Other suggestions from residents, include the following:

- Planting bouganvillas along the entrance after cleaning up.
- Tiling of the area with metal used to write letters “White Water Meadows”
- Plants need maintenance - watering

**VOLUNTEERS NEEDED:** Andrew Grant also added that volunteers are still needed to assist with cutting of the grass in the park – for raking, etc. The park will be cleaned close to the time of the Retro Party and persons interested should advise the Committee. The more persons available, more can be accomplished.

## NEW BUSINESSES:

**REPORT FROM AUDITORS:** A complete report was submitted by the Auditors of the Association. Report highlighted certain procedures that the Association may not have followed as standard procedures. Hence, the Executive Committee needs to make sure that suggestions



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given are put in place in terms of accountability by the Executive Committee and those duly assigned responsibilities. These included suggestions and activities carried out, but not just by the present administration. Highlights were made on the Jamaica 50th Celebrations, (not by present admin.) Moderator, Andrew Grant read out most of the concerns. From highlights, some residents thought that posting the report on the website would not be a good idea. However some agreed to posting it for transparency. Andrew Grant further added that persons will be asked to do check-offs, etc., sign off on documents, etc. especially when dealing with events. For upcoming events, like the Retro Party, hopefully, things will be put in place. Persons will be asked to assist, based on new procedures to be followed.

DEATH IN THE COMMUNITY: Andrea Golding reminded residents that there is a death in the community and encouraged us to find ways to offer condolences. A card is also available to sign.

Meeting was adjourned at approximately 6:36pm, by Mr. Robert Bryan (1<sup>st</sup>) and Ms. Andrea Golding (2<sup>nd</sup>)

Recording Secretary: Maureen Collins

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Signature

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Date

Approved by: President Andrea Golding

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Signature

\_\_\_\_\_  
Date