

Ginninderry Residents Association

Meeting Minutes – 6 May 2025

Attendees: Attila O, Kim O, Megan O, Elaine S, Vince C, Kelly M, Jessica C, Olivia O, Darryl J, Jessica S on behalf of Riverview, Adrian F, Bridie-Anne S-W.

Apologies: Trav H, John F.

Meeting opened at 7:00pm

1.0	<u>Review of Previous Minutes</u> The minutes for the Residents Association Working Group on 1 April 2025. were accepted, without any amendments.
2.	<u>Developer Update</u> Jess S advised the next community workshop would take place on 17 May 2025. The Principal of the new primary school, Nicole Nicholson would be in attendance to answer any questions, regarding the school. The Bushfire Strategy, Play in Open Space Strategy and general project update would also be discussed. The Residents Association were not required to present. Bridie-Anne enquired about the number of schools to be opened within the Ginninderry development. Jess S advised they plan for a minimum of 4 public schools; 3 primary and 2 K-10. The Catholic Education Office are welcome to approach Ginninderry about building a Catholic school within the development.
3.	<u>Update on incorporating the Residents Association</u> Jess S has approached the lawyers that represent Ginninderry, NV Law, and provided instructions and notes drafted by Attila. The process to follow will be: • Process registration documents • Reserve name of association • Register documents with Access Canberra • Compete funding agreement with Riverview and association Attila advised the association will not be registered as a charity or not-for-profit at this stage due to the additional registration requirements. This is open for reconsideration down the track.
4.	<u>Legal Engagement</u> The working group reviewed the notes to be provided to the lawyers covering the: • Association name • Objectives • Membership • Committee requirements • General meeting requirements

	It was noted that Riverview representation requirements will need to be added to the notes. The rules will be presented to the lawyers next week for development of the Constitution, to be reviewed at the next working group meeting. Additionally, the lawyers will need to draft a Privacy Policy for the association to enable the capture of Personally Identifiable Information, describing how the association will collect and manage the PII. Action: Attila and Jess S to engage with NV Law to commence the drafting of documentation required for incorporation of the Residents Association.
5.	<u>Initial Annual General Meeting Considerations</u> Prior to scheduling the initial AGM, the working group will need to consider the promotional activities to be conducted to increase awareness of the endeavour. Mediums considered include: • Facebook Locals group • Ginninderry Community page • Monthly email • Quarterly newsletter letterbox drop • Community workshop • Annual bakeoff event • MyGinninderry photo competition • Paddys Park noticeboard A date is yet to be confirmed for the inaugural AGM. The working group will need to develop a Committee Nomination form and allow a 6-week nomination period to occur prior to the AGM. Action: Jess S to organise design of a Committee Nomination form by Riverview graphic designers.
6.	<u>Residents Association Membership</u> The working group agreed that members should not be registered prior to the association name being registered, however registration could take place prior to formal incorporation of the GRA. The working group agreed the personal information to be collected for members includes name, email, mobile phone number and address, and access to this information should be restricted to Riverview and the Association Secretary. Until the Secretary position is filled, Megan O and Kelly M agreed to have access to an association mailbox to be set up by Riverview. The working group agreed a BBQ membership drive event should be scheduled once the association's name has been reserved. Action: Jess S to organise a Residents Association email address under Riverview's domain and provision mailbox access Megan O and Kelly M. Action: Jess S to organise design of a Membership form by Riverview graphic designers.

7.	<u>Next Meeting</u> The next meeting will be scheduled after the Association Rules are completed. Close of business: 8:16pm
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