

Queen Elizabeth II Seniors and Community Centre Advisory Committee Meeting Minutes

| | | | |
|---------------------------------------|--|-------------------------|---|
| Meeting Name | Queen Elizabeth II Senior and Community Centre Advisory Committee | Meeting No. | D-23-132477 |
| Meeting Date | Wednesday 04 October 2023 | | |
| Meeting Time | 9:00am – 10:00am | | |
| Meeting Location | QEII Seniors and Community Centre | | |
| Attendance by Electronic Means | <i>In accordance with the Local Government (Administration) Regulations 1996 regulation 14C (2) - Attendance has been authorised by the Mayor for ** to attend this meeting by electronic means.</i> | | |
| Attendees | Cr Bob Hall BH (Chair) Cr Natasha Colliver NC Cr Michael Reymond MR Peter Treharne PT (CGG) Pavlina Heiderova PH (CGG) Rosetta Finlay RF (Minutes) | By Invitation | Jean Steer JS Seniors Recreation Council Greater Geraldton Branch Lina Mitton LM Geraldton and Districts Seniors Action Group Pat Parker PP Pensioners Social Club Shauni Norman CGG |
| | | Apologies | Fiona Norling FN (CGG) Cr Simon Keemink SK Betty Clark BC Over 50's Gentle Gym |
| | | Leave of Absence | |
| | | Distribution | As listed |
| Purpose of Committee | Refer to Committee Book | | |

1 Welcome and Apologies

The Chair welcomed the Committee and noted apologies from FN and SK.

2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

3 Disclosure of Interests

Nil

4 Applications for Leave of Absence

Nil

5 Minutes of Previous Meeting

Committee Recommendation:

RECOMMENDED that the minutes of the Queen Elizabeth II Seniors and Community Centre Advisory Meeting held on 21 June 2023 as previously circulated, be adopted as a true and correct record of proceedings.

**COMMITTEE DECISION:
MOVED MR, SECONDED NC**

CARRIED 3/0

Not Voted: 1

No Votes: 0

Yes Votes: 3

| Name | Vote |
|-----------------------|--------------------|
| Cr. B Hall | YES |
| Cr. N Colliver | YES |
| Cr. M Reymond | YES |
| Cr S Keemink | NOT PRESENT |

6 Reports to be Received – Centre Monthly Figures July – August

The reports have been table at the meeting and accepted by the Committee.

Highlights from reports past events:

Flannelette Friday, Dying to know Day, Men’s Shed 30 anniversary event.

QEII SENIORS & COMMUNITY CENTRE REPORT – JULY 2023
 prepared by Rosetta Finlay, Seniors Programming Officer

| Centre program | Attendance |
|---|-------------------|
| All Ability Social Club (weekly) new program | 8 |
| Art Class (weekly) | 42 |
| Balance Gym (four sessions weekly) | 424 |
| Bereavement/Loss Group (monthly) | 15 |
| Bingo (monthly) | 25 |
| Bowls (weekly) | 218 |
| Canasta (twice a week) | 75 |
| Cards (weekly) | 96 |
| ChatnDo (Spalding Outreach) (weekly) | 37 |
| Chess (weekly) | 16 |
| Craft (weekly) | 26 |
| Crochet /Knitters Group (weekly) | 62 |
| Darts (weekly) | 41 |
| Drumming Workshops (Thursday) (one session weekly) | 29 |
| Drumming Workshops (Tuesday night) (weekly) | 20 |
| ESL Class (weekly) | 22 |
| Five Hundred Card Game / Rummikub (weekly) | 74 |
| Foodbank Van (twice a week) | 30 |
| Line Dancing (weekly) | 74 |
| Mah-jongg (twice a week) | 72 |
| Marching Group (weekly) | 13 |
| Over 50's Gentle Gym (three sessions per week) | 314 |
| Parkinson's Support Group – Boxing (two sessions per week) | 66 |
| Pensioners Social Club Meeting/ committee (monthly) | 37 |
| Pickle Ball (two sessions per week) | 153 |
| Pickle Ball Night (one session weekly) | 63 |
| Pilates (weekly) | 86 |
| Pole Walking | 18 |
| QEII Advisory Committee (every three months) | 0 |
| Rehab Gym (two sessions per week) | 83 |
| Scrabble Group (two sessions per week) | 62 |
| Seniors Online (daily) | 105 |
| Seniors Action Group Meeting | 65 |
| Seniors Recreation Council Inc. (every three months) | 0 |
| Switched on Seniors (weekly) | 26 |
| Switched on Seniors – One on One sessions | 6 |
| Table Tennis (weekly) | 93 |
| Ukulele Dreamers Club (weekly) | 48 |
| Visibility Australia (monthly) | 9 |
| Walk Group (weekly) | 47 |
| Zumba (weekly) | 84 |
| Additional Seniors Events/ Information Sessions | |
| Flannelette Friday Friendship Day | 10 |
| Geraldton Seniors Week Committee Meeting | 7 |
| Minister Donald Punch MLA meeting with Geraldton & Districts Seniors Action Group | 36 |
| Seniors Attendance Monthly Total | 2837 |

Notes

- Library and Lounge Room facilities not included in attendance figures.
- Art Class, ESL, Switched on Seniors and One on One Sessions took a two-week break during the school holiday

QEII Seniors Resource Centre

| Enquiries Received | July |
|--|------------|
| Individual Centre Program Enquiries - Pickle Ball, Pilates etc | 65 |
| Newsletters given out with face-to-face enquiries | 45 |
| Referral to other senior groups in the community e.g. Cultural Trust, Social Sporting Groups | 9 |
| Assistance with accessing forms online/printing, photocopying, connecting to the WIFI | 55 |
| Referral to senior service providers e.g. ACAT, Regional Alliance | 12 |
| Seniors' information e.g. WA Seniors Card, Regional Fuel Card etc | 14 |
| Dying to Know Information session bookings | 38 |
| Oximeter Distribution | 4 |
| New centre registrations | 39 |
| Total Centre Enquiries | 281 |

Senior Service Providers:

- Balance Gym - WACRA (WA Centre for Rural Health)
- English as a Second Language Classes – Midwest Multicultural Association
- Rehabilitation Gym – WACHS (WA Country Health Service)
- Bereavement & Loss Group – St John Palliative Care
- Visibility Support Group- Visibility Australia

Senior Advertising/ Displays

- **QEII Senior July 2023 Newsletter**
440 hard copies distributed.
Posted on the City of Greater Geraldton website and Over 50' Geraldton Life
Email distribution to 729 recipients
QEII Newsletter – QR code scan
Hard copies distributed to Geraldton Regional Library, Civic Centre, Mullewa
- **Brochures/ Flyers/ Posters**
2023 Aged cared and Retirement Living Booklets – ongoing.
Dying to Know Day - Wills & Information sessions – 9 August.
QEII All Abilities Timetable and Social Club
Menshed Big BBQ Breakfast 30-year anniversary
Fit For Life – 5 September (new centre program)
Midwest Multicultural Dinner
WA Seniors Card 2023 -2024 Seniors Discount Directory
Queen Park Theatre – various shows
- **Over 50's Geraldton Life Facebook posts**
QE2 Senior July Newsletter
Dying to Know Day x 3 posts.
Geraldton & Districts Seniors Action Group 40th Anniversary
Flannelette Friday Friendship Day
Swimming With Sharks – an autism story
Art Hub Northampton
GRAMS Elders Bingo and Luncheon
Menshed Shredders Community Big BBQ Breakfast

Senior Program Updates

- **2023 Seniors Week** – Planning in process by the Geraldton Seniors Week Committee.
- **Expressions of Interest** for the provision of additional senior programs closed 28 June 2023 (six EOI received. New program session **Fit For Life** to commence 5 September [D-23-097023](#))
- **Dying to Know Day** - 9 August 2023. Information sessions provided by Regional Alliance West [D-23-095092](#)
- **Flannelette Friday** – Provided opportunity for seniors to socialise [D-23- 095097](#)

- **QEII Seniors & Community Centre Stakeholders Survey** – to be finalised for distribution.
- **QEII Centre July 2023 Newsletter** distributed [D-23-082563](#)
- **QEII Centre website** updated with current **2023/24 Hire Fees & Charges** and new senior photos.
- **Geraldton & Districts Seniors Action Group** celebrated 40 years with a celebration lunch attended by Mayor Shane Van Styn, sponsors and special guests.
- **Geraldton & Districts Seniors Action Group Have a Go Day** scheduled for 15 August 2023 [D-23-085864](#)
- **QEII Centre Hire Conditions & Post Event Forms** reviewed and updated.
- **Australian Men's Shed Association 30-year anniversary. (Shredders Community Big BBQ Breakfast)** Being held the 15 August at the Centre with centre senior groups involvement -e.g. line dancing, ukelele group etc. [D-23-095117](#)
- **Disability & Inclusion Survey Forms** distributed at the centre (survey closed 24 July)
- **World Elder Abuse Awareness Day Event** - grant acquittal completed.
- QEII staff attended **De-escalation Training 13 July**
- **All Ability Social Club** commenced 26 July and to continue weekly on a Wednesday.

QEII Seniors & Community Centre Bookings

Regular Community User Groups

- Geraldton Orchid Society x 1 session
- Sun City Four Square Church x 5 sessions
- Adventist Family Fellowship x 5 sessions

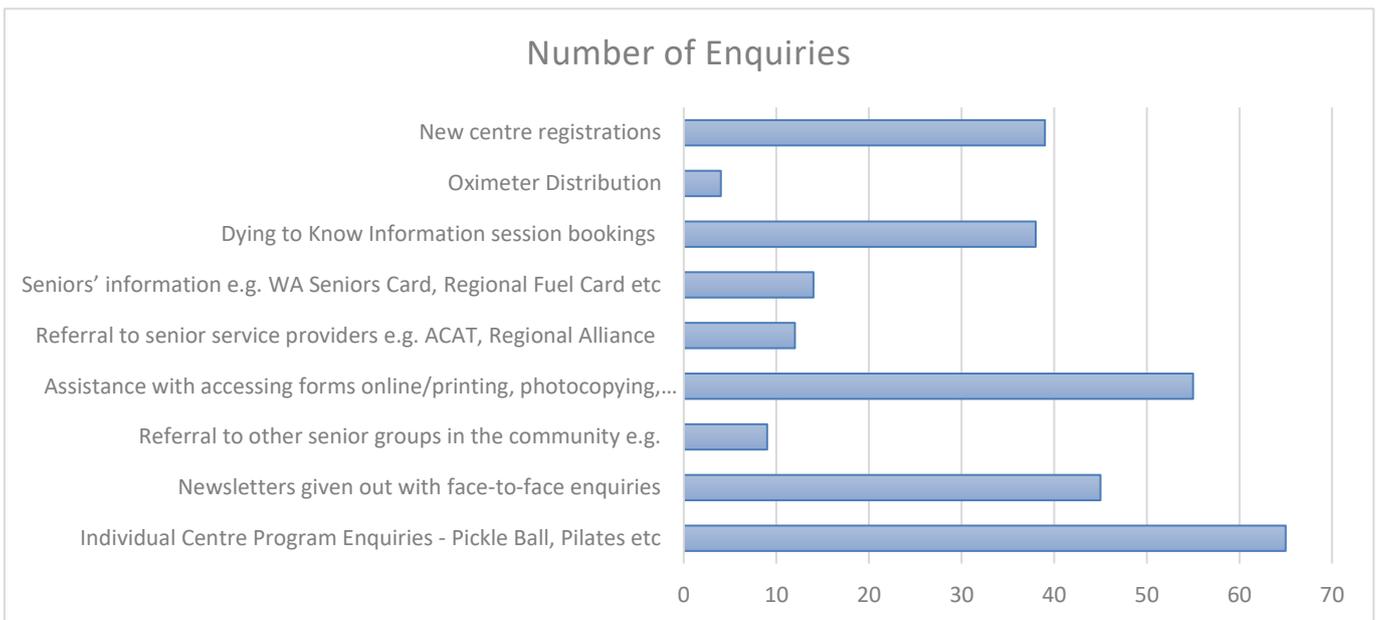
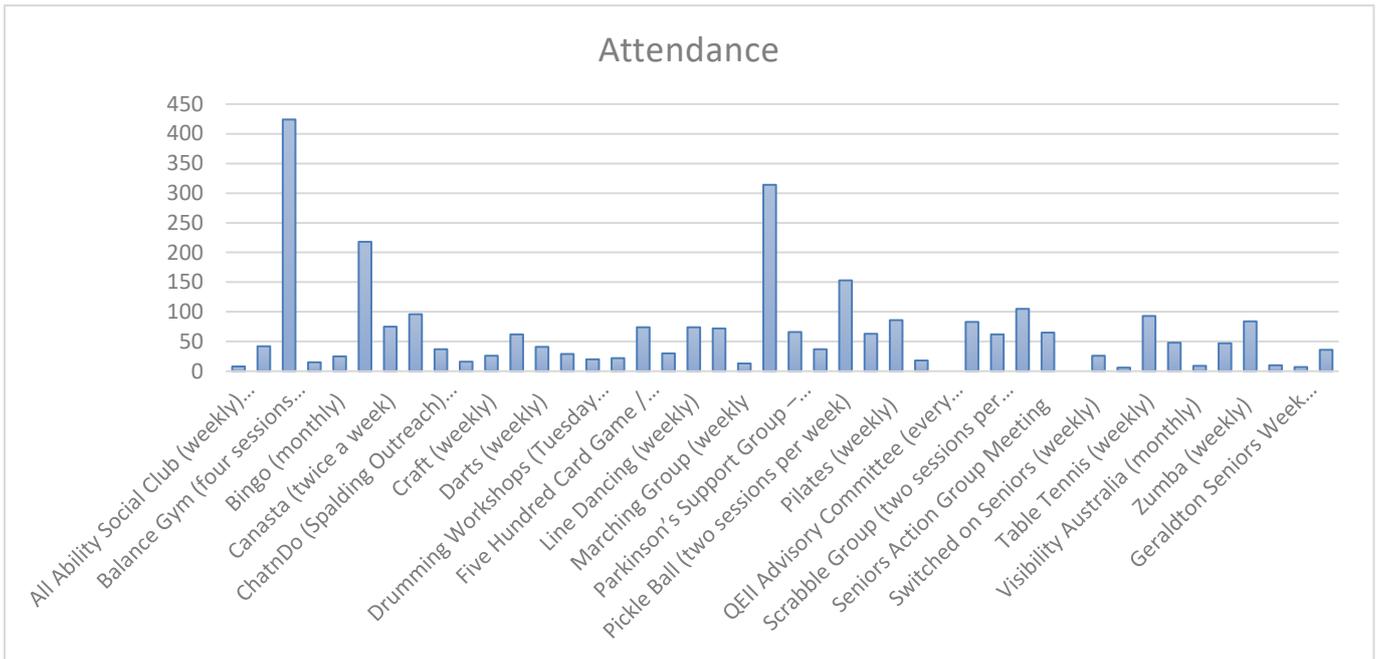
Total = 230

Occasional Community/Commercial Bookings

- Dance Day Disco 50
- Sunset Yoga x 8 sessions 615
- Birthday Celebration 60
- Wild & Naked Food Expo 430
- Dog Vaccination Day 60
- Evening of Mediumship 100
- Friends of the Library Booksale 150
- Religious lecture 60

Total = 1525

Total QEII Seniors & Community Centre July 2023 Total Attendance = 4592



QEII SENIORS & COMMUNITY CENTRE REPORT – August 2023

prepared by Sharon Dair, Michaela Clarke and Isabelle Cornish

| Centre program | Attendance |
|--|--------------|
| All Ability Social Club (weekly) | 45 |
| Art Class (weekly) | 72 |
| Balance Gym (four sessions weekly) | 485 |
| Bereavement/Loss Group (monthly) | 10 |
| Bingo (monthly) | 31 |
| Bowls (weekly) | 201 |
| Canasta (twice a week) | 60 |
| Cards (weekly) | 100 |
| ChatnDo (Spalding Outreach) (weekly) | 41 |
| Chess (weekly) | 11 |
| Craft (weekly) | 11 |
| Crochet /Knitters Group (weekly) | 59 |
| Darts (weekly) | 33 |
| Drumming Workshops (Thursday) (one session weekly) | 28 |
| Drumming Workshops (Tuesday night) (weekly) | Not recorded |
| ESL Class (weekly) | 27 |
| Five Hundred Card Game / Rummikub (weekly) | 63 |
| Foodbank Van (twice a week) | Not recorded |
| Line Dancing (weekly) | 90 |
| Mah-jongg (twice a week) | 79 |
| Marching Group (weekly) | 0 |
| Over 50's Gentle Gym (three sessions per week) | 392 |
| Parkinson's Support Group – Boxing (two sessions per week) | 65 |
| Pensioners Social Club Meeting/ committee (monthly) | 31 |
| Pickle Ball (two sessions per week) | 204 |
| Pickle Ball Night (one session weekly) | 66 |
| Pilates (weekly) | 140 |
| Pole Walking | 22 |
| QEII Advisory Committee (every three months) | 0 |
| Rehab Gym (two sessions per week) | 108 |
| Scrabble Group (two sessions per week) | 67 |
| Seniors Online (daily) | 0 |
| Seniors Action Group Meeting | 32 |
| Seniors Recreation Council Inc. (every three months) | 0 |
| Switched on Seniors (weekly) | 59 |
| Switched on Seniors – One on One sessions | 23 |
| Table Tennis (weekly) | 99 |
| Ukulele Dreamers Club (weekly) | 61 |
| Visibility Australia (monthly) | 0 |
| Walk Group (weekly) | 81 |
| Zumba (weekly) | 85 |
| Additional Seniors Events/ Information Sessions | |
| Dying to Know Day – 9 August 2023 | 63 |
| Men Shed 30 Anniversary – 15 August 2023 | 250 |
| Geraldton Seniors Week Committee Meeting | 7 |
| Seniors Attendance Monthly Total | 3301 |

Notes

- Foodbank, Computer room, Library and Lounge Room facilities not included in attendance figures.

QEII Seniors Resource Centre

| Enquiries Received | August |
|--|------------|
| Individual Centre Program Enquiries - Pickle Ball, Pilates etc | 41 |
| Newsletters given out with face-to-face enquiries | 33 |
| Referral to other senior groups in the community e.g. Cultural Trust, Social Sporting Groups | 4 |
| Assistance with accessing forms online/printing, photocopying, connecting to the WIFI | 44 |
| Referral to senior service providers e.g. ACAT, Regional Alliance | 14 |
| Seniors' information e.g. WA Seniors Card, Regional Fuel Card etc | 1 |
| General inquiries | 15 |
| Information session bookings (if applicable) | 136 |
| Oximeter Distribution | 25 |
| New centre registrations | 35 |
| Total Centre Enquiries | 348 |

Senior Service Providers:

- Balance Gym - WACRA (WA Centre for Rural Health)
- English as a Second Language Classes – Midwest Multicultural Association
- Rehabilitation Gym – WACHS (WA Country Health Service)
- Bereavement & Loss Group – St John Palliative Care
- Visibility Support Group- Visibility Australia
- Regional Alliance West - Wills, Enduring Powers of Attorney
- AdvoCare visits

Senior Advertising/ Displays

- **QEII Senior July 2023 Newsletter**
590 hard copies distributed.
Posted on the City of Greater Geraldton website and Over 50' Geraldton Life
Email distribution to 753 recipients
QEII Newsletter – QR code scan
Hard copies distributed to Geraldton Regional Library, Civic Centre, Mullewa
- **Brochures/ Flyers/ Posters**
2023 Aged cared and Retirement Living Booklets – ongoing
Dying to Know Day - Wills & Information sessions – 9 August.
QEII All Abilities Timetable and Social Club
Menshed Big BBQ Breakfast 30-year anniversary
Fit For Life – 5 September (new centre program)
Midwest Multicultural Dinner
WA Seniors Card 2023 -2024 Seniors Discount Directory
Queen Park Theatre – various shows
Clothing Swap Poster distributed around QEII Centre and sent out to Mullewa, continued to September Newsletters.
Art Exhibitions poster of where and who by around Geraldton

- **Over 50's Geraldton Life Facebook posts**

16 Posts during August 2023.

Deadset Ad 1/8/23

Have a God Days Ad 2/8/23

Men's Hub Calendar 3/8/23

Free Bushwalk Ad 5/8/23

Advocare Ad 8/8/23

Big BBQ Breakfast Ad 9/8/23

Fit for life Ad 10/8/23

Dying to know Day 10/8/23

Line dancing – Nutbush City Limits 15/8/23

Men's Shed 30 year celebration Day 16/8/23

Find your ancestry 17/8/23

Couple from line-dancing group dancing while 'Singing Australia' sings 21/8/23

Orchid society 23/8/23

ABC news Catherina is 111yo 24/8/23

Pilates with Yeni 25/8/23

Advocare Ad 31/08/23

Senior Program Updates

- Planning in progress by the Geraldton Seniors Week Committee and CGG staff for 2023 Seniors Week (12 to 19 November 2023)
- New program session Fit for Life to be held on the 5 September 2023
- Collaboration between QEII Centre and Regional Alliance West in delivering a vital information session, Dying to Know Day. The purpose of this session was to inform participants on how to get dead set, including a presentation about Wills, Enduring Powers of Attorney, Guardianship and Advance Health Directives. The session was very successful, with 65 attendees, and the Centre is planning regular sessions in the future.
- Australian Men's Shed Association 30-year anniversary. (Shredders Community Big BBQ Breakfast) was held on the 15 August at the Centre with centre senior groups involvement - line dancing, ukelele group etc.
- The QEII Centre is planning various activities to promote the importance of recycling and reducing waste. The first activity scheduled in September is Clothing Swap, the next activity will aim to motivate people to bring their coffee cup instead of using disposable cups.
- RUOK Day is on 14 September 2023, QEII Centre will host R U Ok Day at the centre to promote ideas on connecting with people and deliver a Suicide Prevention workshop.

QEII Seniors & Community Centre Bookings

Regular Community User Groups

- Geraldton Orchid Society x 1 session
- Sun City Four Square Church x 5 sessions
- Adventist Family Fellowship x 4 sessions

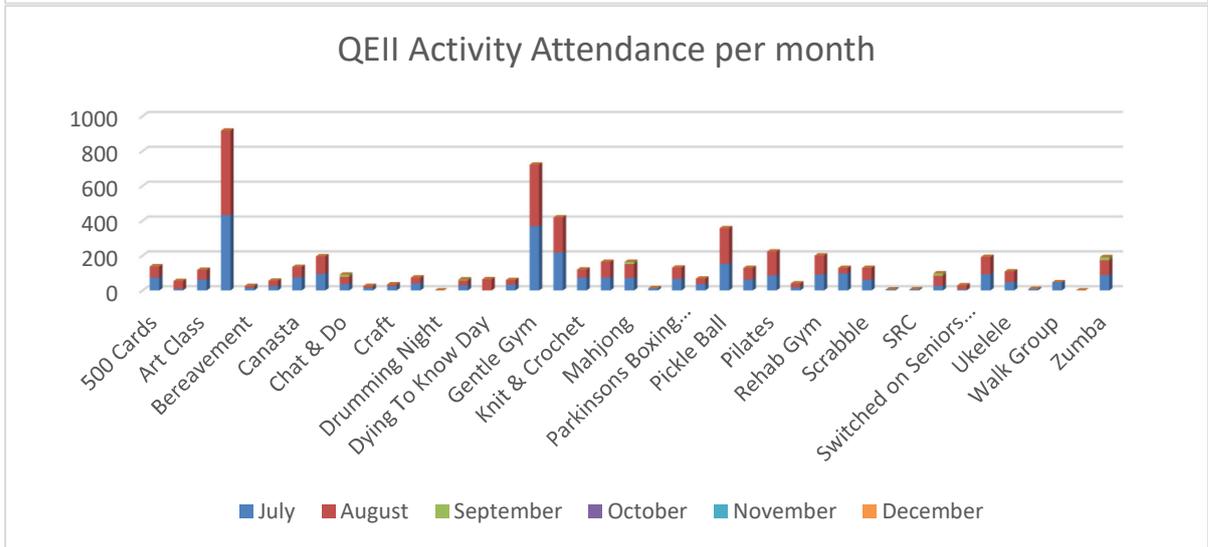
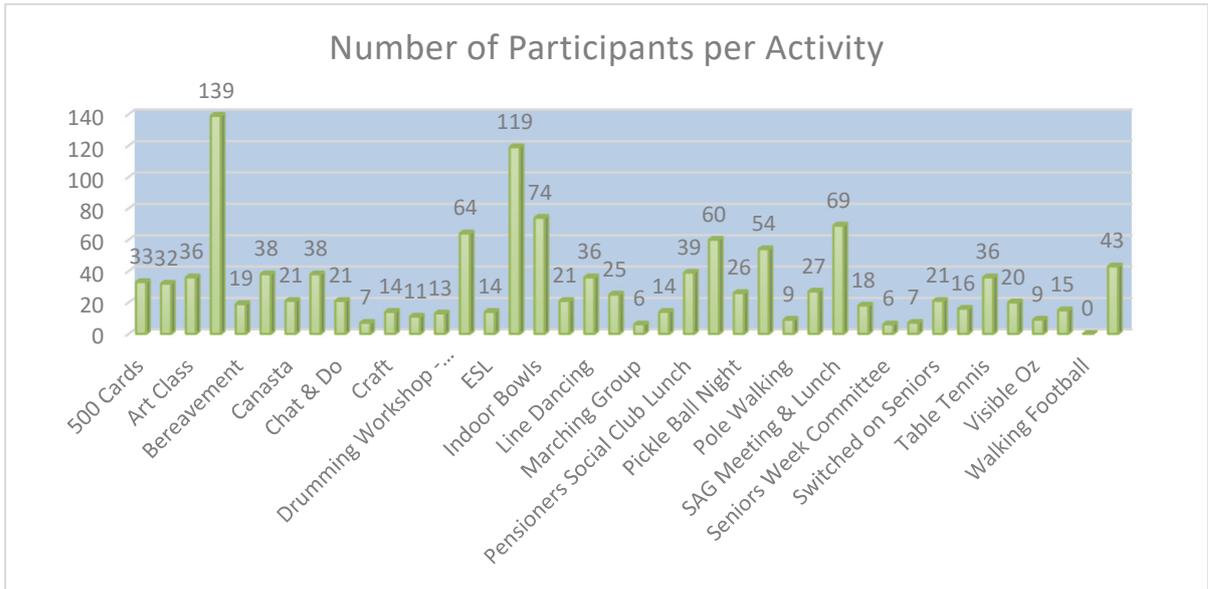
Total = 230

Occasional Community/Commercial Bookings

- Dance Day Disco 80
- Sunset Yoga x 8 sessions 615
- All Ability Social Club x 5 sessions - 45
- Meshed 200
- YMAC Roadshow Referendum 60
- Mayor's Prayer Breakfast 200
- GRAMS Elders Bingo 65

Total = 1495

Total QEII Seniors & Community Centre August 2023 Total Attendance = 4796



7 Centre Fees and Charges

The fees and charges were discussed by the Committee for current financial year.

8 EOI Seniors Programs

The Committee noted there are new programs are being planned from the EOI's received.

9 Seniors Week 2023

Seniors' week starts on 12 – 19 November 2023, the program will be circulated once it is completed.

10 General Business

The Committee discussed the current "War on Waste" and ways they are planning towards Net Zero with events such as the clothes swap and "keep cup" promotion within the Centre.

Noted a request for assistance of table set up and pack down on monthly basis. ACTION PH and PT to look into potential volunteers and adding a regular calendar reminder for staff to assist.

ACTION Table audit to be conducted by PH to ensure they up to standard and removal of any damaged.

Request for an item to be added for the next Committee to ensure Capital works nomination is progressed for the expansion of the Centre in relation to the feasibility survey.

11 Close

There being no further business the Chair closed the meeting at 09:52am

Signed: _____ Date: _____