

**BIENNIAL GENERAL MEETING OF THE EVANDALE DISTRICT COMMITTEE HELD AT
THE EVANDALE INFORMATION AND COMMUNITY CENTRE ON TUESDAY, 4 August
2026 COMMENCING AT 4PM**

MINUTES

1 ATTENDANCE Barry Lawson, Daniel Byron. David Swann, Peter Woof, Robert Strachan, Robyn Williams, Cr Paul Terrett and Vivien Tan (NMC Executive and Communications Officer).

GUEST Lynn McClenaghan

2 APOLOGIES Bruce Argent Smith and Deputy Mayor Janet Lambert.

3 APPOINTMENT OF ACTING CHAIRPERSON

Councillor Paul Terrett appointed as Acting Chair for the Biennial General Meeting.

4 CONFIRMATION OF MINUTES

Recommendation Moved Barry Lawson Seconded David Swann Carried

That the minutes of the Biennial General Meeting of the Evandale District Committee held on Tuesday, 6 August 2024, be confirmed as a true and correct record of proceedings.

5 REPORT BY CHAIRPERSON

No formal report was provided

6 MEMBERSHIP

At the Council meeting of 20 July 2026, the members listed below were endorsed for a term of 2 years to 30 June 2028:

1. Barry Lawson
2. Bruce Argent Smith
3. Daniel Byron
4. David Swann
5. Peter Woof
6. Robert Strachan
7. Robyn Williams

The committee resolved to receive the information.

7 ELECTION OF OFFICE BEARERS

i) Appointment of Chairperson

Nomination received for Daniel Byron Moved Daniel Byron Seconded: Peter Woof Carried

There were no further nominations received. Daniel Byron was duly appointed as the Chairperson.

ii) Appointment of Vice-Chairperson

Nomination received for Barry Lawson Moved: Robyn Williams Seconded: David Swann Carried

There were no further nominations received. Barry Lawson was duly appointed as the Vice Chairperson.

iii) Appointment of Secretary

Nomination received for David Swann Moved: Barry Lawson Seconded: Robyn Williams Carried

There were no further nominations received. David Swann was duly appointed as the Secretary.

8 DETERMINATION OF MEETING DATES AND TIME at 4:00pm

- 6 October 2026
- 1 December 2026
- 2 February 2027
- 5 April 2027
- 1 June 2027
- 3 August 2027
- 5 October 2027
- 6 December 2027

9 MEMORANDUM OF UNDERSTANDING

The Memorandum of Understanding (MOU) is circulated as an attachment.

Recommendation Moved: Daniel Byron Seconded: Barry Lawson Carried

That the Committee endorse the Memorandum of Understanding and request the Chair to sign the MOU on behalf of the Committee and indicate secretarial requirements.

10 CLOSURE

The Chairperson closed the Biennial General Meeting at 4:10pm.