Yinnar Recreation Reserve Committee of Management Inc.

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PO Box 165, Yinnar VIC 3869

Tasks Report

☑	Date Due	Title	Assigned To
	08-05-2026	WO MPR CHANGE ROOM GLOBE / LIGHTING & GLOBE REPAIRS	Ryan Walsh
	15-05-2026	Follow return of bi-lock keys no longer required due to fob system being installed.	Peter Quigley
	29-05-2026	WO SR & MPR VINYL FLOOR & ARC REPAIRS	Brendan Chessum
	29-05-2026	Consider simple and user friendly system or process that enables capture of WHS related matters at the time they occur or are identified. To include hazard reporting.	Kevin Burrows
	31-07-2026	RCC to source contractor and price, which is to be advised to (and agreed) with YFNC prior to works preceding. Work to be completed prior to Spring 2026, weather pending.	Ken Hutchinson
	01-08-2026	Consider appropriate high viz and safety footwear standards for CoM and volunteers.	Peter Quigley
	01-09-2026	Submit annual report to Corporate Affairs	Peter Quigley
	25-10-2026	Winter facility handover to summer user groups	Peter Quigley
	01-11-2026	Invoice user groups annual charge, inc of CPI increase.	Peter Quigley
	30-11-2026	Test 'n' Tag bi-annual audit	Peter Quigley
	01-03-2027	EO Summer facility handover to winter user groups	Peter Quigley
	01-08-2027	Acquit LCC annual maintenance grant	Peter Quigley
	10-10-2027	Replace charcoal filters in the WO public toilet vent pipes	Jackie Collinson
	01-02-2028	2 yearly check of EO & WO defibrillators	Kevin Burrows