1. **MEETING OPEN** 10:10 am. Chaired by Craig  
   a. Present – Craig, Alfred, Ursula, Jasper, Carmel, Laurence, Meredith, Val, Mick, Henriette, Glen, Jan  
   b. Apologies – Bev, Ron, Joe

2. **PREVIOUS MINUTES:** Acceptance: Moved Jasper, seconded Val. Accepted

3. **CORRESPONDENCE**  
   a. **Vicki Boyle: Environmental Ideas for Festival.** Vicki suggested that an event taking place in Olinda on Sat 18 November would involve many stalls which may also be suitable for the Kurth Kiln Festival. Several members will attend this event to canvas possibilities.  
   b. **Consumer Affairs Victoria, Annual Statement.** Receipt of the Annual Statement acknowledged by Consumer Affairs.  
   c. **Melinda Clarke**, Ron’s daughter, advised that Ron is not well enough for visitors at this stage.  
   d. **Big Hill Events** are sending a cheque for $300, for Bev and Ursula acting as Marshals on the two days  
   e. **Combined Christmas Event**, hosted by Parks Victoria, will be held at the Kiln on 2 December, at 11am  
   f. **Southern Ranges Environment Alliance AGM** will be held at the Ranges Hotel in Gembrook, 28 November. Alfred and Ursula will attend.  
   g. **Grant Application to Yarra Ranges Council for a 2018 Heritage Calendar** was not successful. They recommended applying for a Community Support Grant to cover the Project.

4. **TREASURERS REPORT.**  
   Current Balance $8983.84.  
   $300 cheque from Big Hill Events will be banked shortly.

5. **GENERAL BUSINESS**  
   a. **Kurth Kiln Heritage Festival, 8 April 2018.**  
      - **Invitations:** Val reported that invitations have gone out to the groups who like to receive them early, for their own 2018 planning. The remainder of the invitations are ready to send.  
      - **Band.** The Weathered Heads are not available. Ursula will contact Ian Vaskess to see if he is able to suggest an alternative band, preferably a group who will donate their services.  
      - **Gazebos:** Several were damaged by the high winds preceding this year’s Festival, and others have since disappeared. It was agreed to ask stall holders to provide their own in future.  
   b. **Mowing.** Glen reported that Parks Victoria have engaged a new mowing contractor. The Friends should only mow when required in between scheduled mowing. Parks have not yet provided the mowing schedule.  
   c. **Web Site.** Craig suggested the website could include links to other agencies such as Yarra Ranges Council, Melbourne Water, DELWP, in the way that Parks Victoria is already referenced. Alfred to address.

6. **MEETING CLOSED 10:50am**  
   - Mowing was carried out around the huts.  
   - The Interpretation board at the start of Water Channel Track was cleaned.

7. **Next meeting**  
   - Parks Victoria combined Christmas Event at the Kiln, 2 December, starting at 11am. Parks Victoria will supply Meat, drinks and some nibbles. If you could bring a Salad or Sweet, that would be appreciated.  
   - If members could turn up at 10am this would give us time to set-up, and have a short meeting if felt necessary.  
   - No meeting on 9 December.

Your Committee of Management