

Community Hubs Reference Group Meeting Minutes

Date	13 May 2026		
Time	5.45pm to 7.30pm		
Venue	Keysborough Community Hub		
Chair	Leah Anderson		
Attendees	Mary D'Silva Lilian June Fletcher Gaye Guest Sarita Kulkarni Senthil Vel Rajackal Sandy Watkins Charmaine Young Zahra Haydar Big Leah Anderson Lisa McKenna Adam Murray Atifa Community Hubs Development Lead Youth Development Officer		
Apologies	Vinh Quang Luong, Sandy Watkins, Team Leader Cultural and Community Development		
#	ITEM	Action	Action By
1.	Welcome - Acknowledgement of Country <i>"We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present. We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples, and their Elders present here today, in acknowledging their journey."</i>		
2.	Apologies Apologies noted.		
3.	Conflicts of Interest No conflicts of interest in relation to the agenda.		
4.	Introduce new faces The group introduced each other as there were a couple of new faces.		

5.	Getting to know you activity Facilitated by Youth Development Officer, the group were asked to draw a picture of what the City of Greater Dandenong meant to them.		
6.	Previous minutes Minutes were accepted as a true reflection of the meeting 11/02/2026.		
7.	Adopting the Community Hubs Reference Group Terms of Reference Moved: Sarita Kulkarni Seconded: Gaye Guest		
8.	Confirm email sharing Members agreed to share email addresses with each other to allow for collaboration on ideas.		
9.	What's on at Youth and Family Services Councils Youth Development Officer and a young person presented to the group on the range of services and programs available to young people.		
10.	What's On at Community Hubs: Council officers shared the programs and activities currently happening at the Hubs, including Springvale Community Hub (SCH), Keysborough Community Hub (KCH) and Jan Wilson Community Centre. Comments from members on marketing and how do people find out about what's going on at the Hubs and a desire for more programming celebrating First Nation culture.	Action: Council officers to email Reference Group members a link to sign up to the Community Hub eNews.	Council Officers
11.	Brainstorm of activities or partnerships The group discussed ideas for activities and partnerships across Hubs, including art therapy workshops and a series of sessions designed to help participants progressively build their skills. They also explored the balance between free and paid programs, considering how paid options could help subsidise facilitator costs and potentially improve attendance rates among those who have booked into sessions.. The group requested an annual calendar of key dates to support future planning.	Action: Council officers to share a calendar of key dates/times in the year to consider when planning activities and events.	Council Officers

12.	Toy swap update Reference Group members and Council officers provided an update on the Toy Swap program. With the aim to launch the program in July.		
13.	Next meeting Wednesday 12 August 2026, 5.45pm Springvale Community Hub Chair: Sarita Kulkarni Deputy chair: Leah Anderson		
Meeting closed at 7.38pm			