

**Lake Macquarie Sustainable Neighbourhood Alliance
Ordinary Meeting Minutes**

Date:	Tuesday 18 th November 2014	Chair:	Colin Mondy
Time:	Opened at 6:05pm & closed at 8:26pm	Secretary:	Norbert Lica
Location:	Orchid Room, Lake Macquarie City Council Administration Building, 126 – 138 Main Rd, Speers Point, NSW, 2284		
Present:	Norbert Lica, Steve Dewar, Colin Mondy, Avril Lockton, Jean McGarry, Christine Aus, Rachelle McConville (LMCC).		
Apologies:	Susan Denholm (Currently on leave), Dot Seiffert,		

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1	Welcome & Introduction Colin opened the meeting as the chairman and warmly welcomed new board member Christine Aus to the Alliance board. Christine is from Charlestown SNG and was impressed with the Alliances work and in the development of the Sustainable Neighbourhoods Community Resource Toolkit, of which she has utilised.
2	Apologies – As noted above.
3	Conflict Of Interest (Please notify the meeting if you believe you have a conflict of interest regarding any agenda item) None advised.
4	Previous Meeting Minutes
4.1	Ordinary Meeting Minutes Dated Tuesday 21st October 2014 MOTION: That the previous meeting minutes dated 21 st October 2014, be confirmed as an accurate record. Moved: Norbert Lica Second: Avril Lockton Vote: Unanimous
4.2	Business & Actions Arising From The Minutes (refer to Action Log on pages 4, 5 & 6 of these Minutes)
5	Correspondence Inwards
6	Correspondence Outwards - Letter to all secondary schools inviting interest in collaborative education program - Letter of appreciation to Bunnings Glendale (for worm farm donation) - Sustainable Neighbourhood News – 28 October & 11 November
7	Treasurers Report Treasurer's report was tabled by Jean, with the current balance of \$4,432.44c dated 18 th November 2014. No money received and no money expended in that time period. Some discussion around changing the treasurer's reporting period to the previous calendar month to coincide with bank statements, and to do away the meeting date to meeting date time period. ACTION: Jean to change to doing her treasurer's reporting on the previous calendar month.
8	Grants On Offer
8.1	Changes To Council's Grants & Funding: www.lakemac.com.au/council/community-funding-sponsorship-and-grants
8.2	Christmas Community Raffle, Lions Club: Starts end of July, beginning of August. Finishes in November.

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9 Alliance Website Activity

9.1 **Unique Website Visitors:** In October 2014 we had 3761 unique visits to our website.

10 For Discussion & Action

0.1 **High School Education Project:** Responses from St Mary's (Gateshead) and Avondale (Cooranbong). Letter was emailed to every private and public high school in the LGA. Marian Murry at St Mary's High School want to invite Alliance to come and talk to there outgoing year 10 students about sustainability and the Alliance. She will get in contact with Steve soon.

ACTION: Steve to report back on contact from Marian Murry (St Mary's High School).

Rachelle suggested that Colin and Jean and Christine talk with there group to work out how to engage the school with the local SNG projects. Take SNAP's to schools. Dora Creek Educational kit option available too.

ACTION: Colin, Jean and Christine to talk with there group to work out how to engage the local High school with the local SNG projects. Take SNAP's to schools. Dora Creek Educational kit option available too.

A mention of the Wetlands Environmental Educational Centre.

It was suggested that the Alliance go on a Wednesday afternoon for Avondale. Steve reported that there have been in the last couple of months dead turtles in the lake due to plastic pollution, this could be a talking point with schools. Discussion around the working with children check. If need be, for people attending the schools to get the working with children check.

0.2 **Insurance Arrangements For 2015:** Insurance is in January, we are looking to get a quote before January.

ACTION: Rachelle to get a quote from Guild Insurance.

0.3 **Deputy Positions To Assist Rolls:** It was agreed at the AGM that we would have positions available for assisting the rolls of Chair, Treasurer and Secretary for when people are away or have problems performing there role. Christine will be assistant to the secretary. Colin, Norbert and Dot are signatory's and assistant to the Treasurer. Colin will be assistant to the Chair.

11 Requests From Member Groups

1.1 **Dora Creek Eco Angel Clean Up – 29 November:** The Dora Creek Progress Association and the Dora Creek SNG will conduct an eco angel clean up along the main road leading into Dora Creek from Toronto. The area is in a SEPP14 Wetland, with lots of rubbish on the side of the road. Origin Energy will hold a BBQ, with martin meets sausages. Mark Manille will lead the clean up with support from Laurine Malchay. The Alliance agree to auspice the event.

1.2 **Wangi Christmas Fair, 5 December:** The group will hold the fair with extended trading hours for the shops in the Wangi Village. They will have a table set up for there SNG, LJ Hooker will hold a BBQ. Library will hold some activities and the knitting club will have a stall. The group will have to do a council event application due to it being on public land. The Alliance agree to auspice the event pending the successful council event application.

1.3 **Wangi Garden Club and Scarecrow Comp end of year thank you – 11 December:** The group will hold a BBQ and a pick nick in the park with BYO alcohol for the volunteers. The Alliance agrees to auspice the event.

1.4 **Redhead WW1 Centenary Project, commencing 1 December:** The group was successful with the grant funding application from the commonwealth government. The group will do 3 murals at the public school. They have hired a professional artist to do the murals. The kids will do one of the three murals under school supervision in 2015. The Alliance is happy with the groups application.

1.5 **Redhead 'festival' in Webb Park (with Surfest) - funding application:** On 15th February 2015, the council have won the right to run the event on redhead beach. In conjunction with the Surfest, Redhead SNG will hold a festival in Webb Park, with the involvement of the local community organisations. The SNG will run an environmental activity on Webb Park similar to the Living Smart Festival, the Alliance will hold a stall. The Alliance agrees to auspice the event for there purposes.

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12 Report Backs From Member Groups

- 2.1 SN stall at Catalina Festival, 25 October:** Norbert, Dot and Steve volunteered at the stall. Lots of people attended the event over 10,000.. About 3 sheets were filled, full of contacts which is great for the Alliance. The Day was superb with sunshine fast planes and classic cars with lot of activities.
- 2.2 Pelican Area SNG – Clean up at Blacksmiths Beach, 1 November:** An eco angel clean up was organised by the group. Many in attendance.
- 2.3 Alliance AGM and Celebration, 2 November:** Around 15 to 20 people in attendance. Some feedback was that the AGM was slightly tedious. Discussion on whether we could change the arrangement of the agenda items and try something different next year.. Some people enjoyed the AGM as well.
- 2.4 Dudley / Redhead / Charlestown SNG – Bushfire Ready evening, 5 November:** Feedback was that the evening was quite good and valuable, despite the heavy rainfall that evening. About 20 people attended the evening with the event advertised through contact lists. All three groups worked together to make the event happen.
- 2.5 Greater Charlestown SNG – Launch event, 8 November:** This day was blessed by beautiful weather, event went well with 140 people in attendance. The park with no name was an interest with people. The guides did a sausage sizzle and puppet show. There was music as well as park activities. 1700 leaflets were letter boxed dropped about the event. 17 new sign up were made on the day. The local Mayor Jodie Harrison attended the event.
- 2.6 Super Sunday Bike Count:** Toronto SNG took part in the bike count. It was said that a separate bike lane cut off from the cars was the safest and best practice and was needed in our area.

13 General Business

- 3.1 Reactivation surveys in Morisset and Peninsula, and Cardiff Area:**
- 3.2 Eco Health Expo, March 2015 TBC, Norbert Lica & Tom Toogood:** The Expo was held last year at Morisset. This year an initial discussion on the idea to invite professors Tim Flannery and Fiona Stanley to Dora Creek to give a talk about there campaign about the health effects of coal fired power stations and mines as well as coal Wagons through rail corridors. Looking to have stall holders at the Dora Creek Community Hall with in grounds. This is just the initial stage, nothing confirmed.
- 3.3 Energy Efficiency Expo, 20th November 2014:** The expo is held at Kurri Kurri Tafe Campus. Starts at 11am. To attend you have to register online and is free.
- 3.4 Clean Energy, Regional Responses, 21st November 2014:** The Tom Farrell Institute, is holding the event at the same location as the expo. \$195 to attend and \$50 for dinner. Its \$40 if you are a pensioner. Register online. Starts at 8 am.

14 General Information

- 4.1 Toronto Area SNG, Toronto Tidy Towns Award winners:** The group have won two state awards for there population category. The Toronto Tidy Town Committee went to Nundle to collect the awards for the group. The Alliance want to congratulate the group and there volunteers as well as the committee for the successful win of the two state awards. May the group have more success in the future. Toronto will try to make the town have no plastic bags with local shops.
- 4.2 Draft Coastal Zone Management Plan:** Its based on three zones, The Channel Zone, The Coastal Zone and The Ester y Zone. The council is looking for feedback about the plan. There are opportunities to do workshops around the lake. It has been advertised in the Lakes Mail as well as posters as well as library.
ACTION: All board members to make submissions about the CZMP.
- 4.3 Fundraising Webinar For NGO's:** Christine informed the board that the website Probono, held a webinar on

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fundraising for NGO's, about how to attract people with money and how to go about approaching them.

4.4 Soft Plastics: The plastics can be now recycled at some local shops.

4.5 Cat Care Brochure: Will be reprinted and given to Redhead SNG and others if they like. Will be put out on email. Just need to be informed of how many you need, if you want brochures.

ACTION: Interested board members, to let Rachelle know how many cat care brochures they would like.

4.6 \$3: Treasurer collected \$3 from Rachelle, someone donated the money to the Alliance by giving it to Norbert at Wangi Wangi Scarecrow competition.

15 Next Meeting Dates

5.1 Next Ordinary Meeting Scheduled (TBC) for Tuesday 16th December 2014, 6pm – 7pm: 1 hour meeting. Bring a plate of food. Confirm no meeting in January 2015.

16 Meeting Close

Action Log, Arising From Ordinary Meeting Minutes Dated;

Item	Responsibility	Action	Item Ref	Due Date	Progress
Tuesday 20th November 2012					
1	All Board Members	All board members to submit ideas for training to the board either at meetings or through email.	10.2	On going	In Progress
Tuesday 20th May 2014					
2	Rachelle, Steve & Norbert	Rachelle to contact the accountants association, to find an independent auditor. (follow up with Steve's teacher contact + Norbert's contact) Rachelle to contact accountant Huw Thomas by phone, regarding fundraising licence.	12.1		In Progress, Steve's contact Huw Thomas is an accountant and has agreed to help the Alliance with the Audit for the fundraising licence. Norbert's contact Usher won't be able to help with audit but advised to contact accountants association.
3	Rachelle & Christine	Rachelle to submit sponsorship proposal to Guild Insurance with modified proposal as discussed. (EDIT: Instead - find a better target E.g. Solar provider / recycling etc.) Rachelle to send Christine and board members the sponsorship proposal for review.	12.2		In Progress, More research is needed to identify a better target organisation. Solar provider at Warners Bay an option.
Tuesday 17th June 2014					

Item	Responsibility	Action	Item Ref	Due Date	Progress
4	Colin & Alliance Board	Alliance to await on council meeting regarding issue of no motorised equipment for Redhead Landcare volunteers, before we comment on support for Colins Document. Colin to write letter to LMCC requesting progress on issue of no motorised equipment.	13.2	Awaiting response from LMCC.	In Progress, There is talk on the possibility for a training system for safety and insurance purposes.
Tuesday 15th July 2014					
5	Norbert, & Rachelle	Organise a video recording at the AGM celebration. Norbert to ask kyle and Elisabeth, ask uni students, media department, 2NUR FM, Avondale Collage, I pad, I phone.	9.3		Withdrawn, Avondale Collage don't lend expensive cameras, Kyle & Elisabeth unable to help.
Tuesday 26th August 2014					
6	Rachelle & Norbert	Book Bunnings BBQ fundraiser at Glendale for 2015. (attach Public Liability certificate)	4.4 Item 2	2015	In Progress, tentatively booked, will be put on 2015 list.
7	Steve & Colin	Steve to write an initial letter to offer schools the opportunity to work with the Alliance on a project with the students as discussed. Send to Colin to finalise letter by around October.	9.1	October ASAP	Complete, Colin & Steve have sent the initial letter to school principals and will await response.
8	Alliance Board	Alliance board to look for potential new members who would like to use there skills in the Alliance.	9.2	02/11/14	Complete
Tuesday 21st October 2014					
9	Norbert & Dot	Norbert and Dot to help with the BBQ at AGM.	9.1	02/11/14	Complete
10	Rachelle	Rachelle to purchase food and drinks for BBQ at AGM.	9.1	02/11/14	Complete
11	Rachelle	Rachelle to make a cheque of \$20 to Rathmines Catalina Memorial Park Association.	9.3	25/10/14	Complete
12	Rachelle	Rachelle to send a thank you letter to Bunnings for donation of worm farm.	11.4	ASAP	Complete
13	Norbert & Rachelle	Rachelle to get a copy of Pelican Area SNG drain audit report. Norbert to email Pelican Area SNG, asking how they are going with the audit, keeping informed of there progress. Letting them know that we received there drain audit, we recognise there work and ask how there going with the response.	11.14		Complete, Audit has been received by the Alliance and circulated to board members. Continued conversations are being had between the group and LMCC. There is disagreement about the cause and effect of flooding in the audited area.

Item	Responsibility	Action	Item Ref	Due Date	Progress
14	Norbert	Norbert to add a new section in the agenda relating to statistics for Alliance website activities, traffic.	12.2		Complete
15	Rachelle	Rachelle to talk to council to develop a logo for Redhead SNG.	12.3		Withdrawn
Tuesday 18th November 2014					
16	Jean	Jean to change to doing her treasurer's reporting on the previous calendar month.	7		In Progress
17	Steve	Steve to report back on contact from Marian Murry (St Mary's High School, Gateshead).	10.1		In Progress
18	Colin, Jean & Christine	Colin, Jean and Christine to talk with their group to work out how to engage the local High school with the local SNG projects. Take SNAP's to schools. Dora Creek Educational kit option available too.	10.1		In Progress
19	Rachelle	Rachelle to get a quote from Guild Insurance.	10.2		In Progress
20	All board members	All board members to make submissions about the CZMP.	14.2		In Progress
21	Interested Board members	Interested board members, to let Rachelle know how many cat care brochures they would like.	14.5		In Progress

Signed as an accurate record, Chair's Name: _____ Signature: _____ Date: ___ / ___ / ___