

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

<b>Date</b>	19 November 2013	<b>Chair</b>	Dot Seiffert
<b>Time</b>	6-8pm	<b>Minute-taker</b>	Rachelle
<b>Location</b>	Orchid Room, Lake Macquarie City Council, Administration Building 126 – 138 Main Rd, Speers Point		
<b>Present</b>	Sandy Benson, Susan Denholm, Steve Dewar, Norbert Lica (7.50pm), Avril Lockton, Jean McGarry, Colin Mondy, Dot Seiffert, Rachelle McConville (Council)		
<b>Apologies</b>	-		

**Agenda**

<b>1. Welcome and Introduction</b>
<b>2. Apologies</b>
<b>3. Conflict of Interest</b> No conflicts of interest were declared.
<b>4. Previous Meeting Minutes</b> 4.1. Ordinary Meeting Minutes – Tuesday 22 October 2013 Meeting minutes were not available. The Board will review at the next meeting. 4.2. Business and actions arising from the minutes (see action log)
<b>5. Correspondence Inwards</b> <ul style="list-style-type: none"> <li>Confirmation from Guild insurance to cover Redhead 'Wine and Cheese' evening event</li> </ul>
<b>6. Correspondence Outwards</b> <ul style="list-style-type: none"> <li>Minutes from AGM and Show and Tell – sent to membership</li> <li>Documents from Dudley Mural Workshop – sent to participants</li> </ul>
<b>7. Treasurer's Report</b> Bank balance \$4934.05 Doesn't quite cover liability for grant funding for groups. There are no payments pending, and some incoming funding from sale of Michael Mobbs books, that will cover the shortfall.
<b>8. Current Grant Funding available</b> <ul style="list-style-type: none"> <li>Medibank Community Fund Community Grants, <a href="http://www.medibankcf.com.au/programs-events/community-grants">www.medibankcf.com.au/programs-events/community-grants</a> - grants based on health and wellbeing. Applications due 6 December.</li> </ul>
<b>9. For Discussion and Action</b> <b>9.1. Request to Council regarding cost of using Council facilities</b> Motion – To follow up the letter that was sent and follow up this issue. Moved: Dot Seconded: Colin Passed unanimously <b>9.2. Sponsorship proposal</b> <ul style="list-style-type: none"> <li>Should be asking for more money for projects eg \$10,000</li> </ul>

- Need to have project ideas about what we would do with money in excess of \$3000. Some projects that could be good for citywide might be Valentine graffiti project, plastic bag free campaign, responsible cat care brochure, sustainable living booklet, prize for schools (particularly high schools) etc
- List these projects as possibilities that we could do with funding.
- Could set out table of opportunities eg \$20,000 pa from one sponsor / shared sponsorship \$10,000 pa each.
- Also need to think about funding for employing support staff
- Would like to get a contract with a sponsor that lasts 3 years ideally, with a set annual amount (ie \$20,000 per year for 3 years)

#### 10. Requests from Member Groups

10.1. West Wallsend District SNG – Eco Angel Clean Up – 30 November 2013

Confirmed

10.2. Toronto Area SNG – Planting Day – 24 November 2013

Confirmed.

(Thinking of having a launch event for the whole project in February, once the bins are installed.)

10.3. Wangi Area SNG – Wangi Twilight Christmas Fair – 13 December 2013

Confirmed

#### 11. Report back from Member Groups

11.1. Alliance AGM and Show and Tell

- Would be good to have more of the groups represented on the day. It's great to hear about what groups are up to, and meet other volunteers.

11.2. Health and Safety Training

- Good session again, with attendance from Pelican and West Wallsend groups, along with a number of community garden volunteers. The community garden volunteers were especially grateful for the training opportunity.

11.3. Dudley Mural Workshop

- Congratulations to Susan and Indra for running the workshop. Presentation was very well done and participants learnt a lot. Congratulations too to the whole Dudley Mural team for such a fantastic community project.

11.4. Pelican Area SNG – Launch

- There was a mix up, and Dot was unable to make it. But the event went very well, had attendance of 40-50, and the group collected a record amount of rubbish – 891kg!

#### 12. General Business

- Rachelle on leave all of January ☺. She will let us know who is covering her role while she's away.
- National Day of Action – Newcastle (Organised by GetUp). Was difficult to get approval from Board to send out notice to membership. Some discussion about the Alliance's role as a lobby group / advocate, and general agreement that it's an important part of the Alliance's role.
- Sustainable Housing Talk at Tom Farrell Institute – Retrofitting housing, and book launch.
- Wangi project proposal – Improvement to Wangi Library – for information

#### 13. Next Meeting Date

13.1. Tuesday 17 December, 6-8pm. Apology from Susan.

No meeting in January.

#### 14. Meeting Close 7.52pm

## Action Log

Item	Responsibility	Action	Item ref	Due Date	Progress
<b>From 3 July 2013</b>					
1	Rachelle	Rachelle to register the domain name <a href="http://www.sustainableneighbourhoods.org.au">www.sustainableneighbourhoods.org.au</a> in the Alliance's name.	8	14 February 2014	In progress
<b>From 20 November 2012</b>					
2	Susan	Give Rachelle a short profile blurb to include on the Alliance website alongside other Board Member profiles	8.6	November	In progress
3	All Board Members	Submit ideas for training	10.2	On going	-
<b>From 17 September 2013</b>					
11	All Board Members	Review draft sponsorship policy and sponsorship proposal documents and send Rachelle any changes / comments	9.2	November	Complete
12	Rachelle	Collate list of possible sponsors from Council's contacts (eg Sustainable Advantage participants)	9.3	October	Complete
13	Dot	Dot to talk with Council about the cost of fees to groups for Council parks, after she returns from holidays	9.4	November	In progress
14	All Board Members	The Board to organise a date for presentation from Small Biz Connect. [Amended 19Nov13 to not pursue]	9.4		Complete
<b>From 22 October 2013</b>					
15	Jean	Write thank you letter to Robyn Charlton		November	Letter complete. Rachelle to send via snail mail
16	Dot	Alliance welcome at the Pelican Area SNG launch		2 November	Complete
17	Norbert	Find out if there are any community spots left at the Catalina Festival			Lapsed
<b>From 19 November 2013</b>					
18	Rachelle	Update sponsorship proposal with project opportunities and amount requested in line with discussion at meeting	9.2	17 December	
19	Rachelle	Chase up response to letter regarding cost of using Council facilities	9.1	17 December	