

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Tuesday 21 September, 6-7pm

MS Teams meeting online



Present: Robyn Charlton, Gabrielle Clappison, Sam Doove, Steve Dewar, Nico Marcar, Jean McGarry, Bruce Tozer

Apologies: Mark Howells

Welcome from Chair and acknowledgement of Country

Robyn presented an acknowledgement of Country.

ITEMS FOR DISCUSSION

1. Rescheduled meeting with Madam Mayor

Meeting was scheduled for 7 October, but prefer to wait until Covid restrictions ease significantly to allow face to face. Note upcoming Council caretaker period because of December election. Agreement to wait and see when there is more certainty around covid restrictions.

In the mean time, board members to send agenda items to Rachelle to collate.

2. October Alliance board meeting, 19 October

We will utilise October board meeting to focus on strategy and planning – agenda items:

- Review and track progress towards SN Strategic Plan 2018-2023
- Relationship with Council
- Alliance Board - Cluster groups (Bruce proposal) – Rachelle to circulate previous work around setting up ‘teams’ for background info and link to current actions in Strategic Plan. Bruce will circulate a more detailed proposal for board consideration.

3. SN Alliance Membership / Non-active re TASNG and CPPA

Query from Toronto Area SNG regarding their partnership with the Coal Point Progress Association. They partner closely on a number of projects eg recent national tree day event, promotion of TASNG in Coal Point Chronicle. Historic arrangements have ‘co-opted’ / share formal membership between both of the groups, but this is not allowable within [Alliance Constitution](#).

This historic arrangement is a good way for non-active ‘members’ to demonstrate support and to make a small financial contribution to TASNG.

Noted purpose of Alliance membership – for example to define active volunteers, and who is able to vote at a general meeting.

Could offer alternative 'supporter status', as a way for individuals to show support / make a donation, to distinguish between supporters and formal members.

Also raises question of why members are required to complete a form each year. Is there a need to change Alliance Constitution to make this more practical for local groups to administrate?

Nico, Steve, Suzanne & Rachelle to meet to talk about how best to manage and communicate to existing TASNG members and supporters.

4. AGM – confirm date

Confirmed Alliance AGM date: 16 November, 6pm (followed by ordinary board meeting).

Hopefully face to face, but allowable to do online if needed.

Rachelle to go ahead and make arrangements to notify membership.

5. End of Year Celebration

Any ideas for end of year celebration? Maybe picnic in a park will be a good option again.

Blackalls Park was a great location last year – nice a quiet, good shelter & facilities.

Or any alternative suggestions on north or east side for different location to last year? Note works at Croudace Bay unlikely to be complete in time.

6. August meeting minutes

Meeting minutes were circulated via email.

Resolution: Confirm that the previous meeting minutes, dated 17 August 2021, are an accurate record.

Moved Steve. Seconded Gab. Carried.

7. TREASURERS REPORT – August

See Treasurer's Report below.

Moved Jean. Seconded Nico. Carried.

RISK ASSESSMENTS AND REQUESTS

All circulated and approved by board members via email

8. Grant application – Plastic Free Cafes & Coffee Trucks – Toronto Area SNG

9. Grant application – Habitat Garden Kits – Warners Bay Area SNG

10. Grant application – Tree Trail at the Mac – SN Alliance

PROJECT AND LOCAL GROUP UPDATES

11. Strategic Plan progress update

August progress update circulated via email.

12. SN program planning update

Draft schedule and key activities so far

- Anticipate ongoing conversations with Alliance Board and SN groups throughout
- September - Develop comms plan and survey content
- October – Seek and collate SN feedback re nominations, opportunities & challenges. Also wider community survey to seek same feedback and identify keen individuals.
- November – Collate & analyse survey results and other feedback. Key decision on 2 neighbourhood areas. Liaison with contacts in specific neighbourhood areas
- Early 2022 – start renewal / new process in 2 areas.

13. Community Environmental Attitudes – presentation and Q&A

Wednesday 29 September, 5-6pm. Online.

Presentation and Q&A about the results from the most recent Community Attitudes Survey. RSVP to Rachelle.

14. Business Supporters update

Draft recruitment flyer + window decal design circulated for comment.

Test payment submitted by Sam has now come through.

Still to come – background materials for local groups.

15. Annual Report

Draft design circulated for review. Planning to print and promote later this month.

16. Governance work

Noting a number of policies still need to be developed:

- Grievance procedure (including dispute resolution, misconduct & complaints handling)
- Advocacy policy and procedure
- Bullying & sexual harassment
- <https://communitydirectors.com.au/tools-resources/policy-bank>

17. ReLeaf Lake Mac

Grant application for the Tree Trail at the Sculpture Park has been submitted.

Blackalls Park site on hold. Waiting for Assets approval.

Operation Callistemon is almost completed, with over 200 plants rehomed.

Robyn went to the Treenet Symposium. Six of LMCC Officers were also in attendance. It was AWESOME!

Offer of some free training around Treenet to assist with ReLeaf. Also invitation to a free talk tomorrow by the National Parks Association: <https://www.eventbrite.com.au/e/the-urban-forest-is-it-important-and-how-does-it-affect-you-tickets-170803547007>

18. Waste to Art

39 registrations received. Exhibition dates put back slightly to 23 October – 10 December, to hopefully coincide with libraries re-opening.

19. TASNG – Buy local campaign

Noted impact of covid lockdowns on local businesses. Important to promote and assist local businesses. Share these messages on social media.

20. Warners Bay Area SNG – 2021 AGM and Chair's Report

2021 Chair's report was circulated to board members. Congratulations to the team for all the significant accomplishments from the last 12 months. A number of great projects, and progress in a difficult year.

21. Greater Charlestown SNG – Online screening of 'Motherload' movie and Q&A

Planning to make movie available to watch online 19-20 October, and online Q&A evening of 21 October. Have secured sponsorship to cover online registrations for 100 people to watch, and considering charging \$5 to watch, to ensure people take up the offer.

Trailer: <https://www.youtube.com/watch?v=NkklZNE9S-g>

Review: [Film review: 'Motherload' – Rob Hopkins](#)

22. Upcoming local government elections – community forums

Toronto, Five Bays and Rathmines SNGs along with other local community groups are organising a meet the candidates event for West Ward – 17 or 18 November TBC.

The Hunter Community Alliance, <https://www.thehca.org.au/> is organising an Newcastle and Lake Macquarie mayoral candidates forum – scheduled for 11 November.

23. Changeology training with Les Robinson

Amazing – Highly recommended

24. Resilience NSW

How can our organisation help with disaster resilience – Eg SN can help to promote the right messages throughout our community.

25. Correspondence 13 August -

- Enquiry from Holy Cross Primary School (Glendale) school canteen regarding reusable cups
- Sustainable Neighbourhood News – August 2021
- Correspondence with Waste to Art artists to confirm registrations and artwork details, and update exhibition dates and details.
- Invitation to Dept Education’s Wellbeing, Learning and Support Conference for Leaders on 23rd and 24th November 2021
- Community Environmental Attitudes – Survey summary sent to SN key contacts
- Invitation to Coastal Zone Management Committee meeting, scheduled for 12 October
- Changeology training – offer sent to SN key contacts
- Reuse opportunities – Council survey – Sent to SN key contacts

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE GENERAL MEETING



TREASURER’S REPORT

1 August, to 31 August 2021

Account 724181724 with Greater Bank, Charlestown Branch.

Balance

\$ 12,227.57 CR

RECEIPTS

\$ NIL

Total Income

\$ NIL

EXPENDITURE

05 Aug 2021 wdl ref 15074927 Cardiff Pollinator Project \$ 75.80
J McGrath

19 Aug 2021 Wdl ref 53475039 LMCC Crn 03103330
Redhead Newsletter – EnergyWave project \$ 260.00

Total Expenditure

\$ 335.80

BALANCE

\$ 11,891.77 CR

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 August to 31 August, 2021.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 21September, 2021.

Meeting closed 7.05pm