



Lake Macquarie Sustainable Neighbourhood Alliance (Inc)

Annual General Meeting

Tuesday 21 November 2017, 6.00pm

Lake Macquarie City Council, Administration Building, Speers Point

MINUTES

1. Welcome, introductions and apologies

The Chairperson, Dot Seiffert, read the Acknowledgement of Country. *We would like to acknowledge the Awabakal people who are the traditional custodians of this land. We would also like to pay respect to Elders both past and present of the Awabakal nation and extend that respect to other Aboriginal people present.*

Present: Dot Seiffert, Ken Stokes, Jean McGarry, Gabrielle Clappison, Robyn Charlton, Colin Mondy, Barry Shepherd, Steve Dewar, Avril Lockton, Norbert Lica

Rachelle McConville (Council)

Apologies: Gavin Ord, Indra Deamer

2. Confirm minutes of last AGM, Tuesday 15 November 2016

The minutes from the 2016 AGM were circulated.

Motion: Members accept the minutes from the previous AGM, dated Tuesday 15 November 2016, as a true and correct record.

Moved: Steve

Seconded: Jean

Carried.

3. Chairperson's report

Dot Seiffert presented the Chairperson's Report, attached.

Members noted that Sustainable Neighbourhoods is a very successful program. So much so that other Council areas are considering implementing a similar program.

Motion: Members accept the Chairperson's report as tabled.

Moved: Dot

Seconded: Jean

Carried.

4. Treasurer's report

Jean McGarry presented the Treasurer's Report, attached.

Motion: Members accept the Treasurer's report as tabled.

Moved: Jean

Seconded: Steve

Carried.

5. Appointment of Board Members

All Board Member positions were declared open, and proceedings were handed over to Rachelle McConville. Rachelle thanked all outgoing board members for their commitment and enthusiasm in support of the Sustainable Neighbourhoods network. All members expressed their appreciation to Dot Seiffert for

her term as Chairperson since the Alliance was incorporated in 2011. Dot's positive attitude, and willingness to assist has helped to shape the culture of the Alliance and ensure a friendly and welcoming atmosphere.

Barry expressed his appreciation for the Alliance Board on behalf of local Sustainable Neighbourhood groups, and recognised the amount of hard work that board members complete behind the scenes.

Nominations for Board Members were requested and received from:

Robyn Charlton
Gabrielle Clappison
Steve Dewar
Avril Lockton
Jean McGarry
Colin Mondy
Dot Seiffert

Motion: That the seven members listed above are appointed as Board Members of the Lake Macquarie Sustainable Neighbourhood Alliance.

Moved: Barry

Seconded: Ken

Carried.

6. Appointment of Office Bearers

Nominations were called for from appointed Board Members for roles of Chairperson, Secretary, Treasurer and Public Officer.

Motion: Board Members are appointed to the Office Bearer roles as follows:

Chairperson: Colin Mondy

Secretary: Steve Dewar

Treasurer: Jean McGarry

Public Officer: Colin Mondy

Moved: Avril

Seconded:Dot

Carried.

7. Close AGM



Chairperson's Report

Dot Seiffert

Lake Macquarie Sustainable Neighbourhood Alliance, 2016-17

Annual General Meeting, Tuesday 21 November 2017

I've very pleased to report on the status and achievements of the Lake Macquarie Sustainable Neighbourhood Alliance and our member groups over the 2016-17 financial year.

Again this year, Sustainable Neighbourhood groups have been creating a range of excellent events and projects that bring us together, educate each other, and help make our neighbourhoods even better. We estimate that together we have held 181 events, and contributed over 3,300 hours of volunteer work in the last financial year. A summary of recent events and projects is attached for your information.

Sustainable Neighbourhood Groups won two of the 2017 Lake Mac Australia Day Awards.

- Cardiff Area Sustainable Neighbourhood Group won Community Group of the Year; and
- Wangi Area Sustainable Neighbourhood Group won Community Event of the Year for their Wangi Centenary Celebrations

We welcomed two new member groups:

- Rathmines Area, and
- Warners Bay Area

This year has seen the formal dissolution of two of our member groups in Jewells Area, and Wangi Area. While disheartening to see groups become inactive, we would also like to congratulate both of these groups for their successes, particularly the Wangi Area Sustainable Neighbourhood Group for their Centenary Celebrations, and Scarecrow Competition events.

This year has also seen the completion of the major review of the Sustainable Neighbourhoods program. The process engaged with volunteers, Council staff, and other stakeholders to determine the current status of the program, and identify our strengths and priorities for the future direction of the network. This review has revealed seven key recommendations which we will use to develop a strategic plan over the next 6 months.

As our core functions are now established and working well, the Alliance's priority is to ensure the effectiveness of the Sustainable Neighbourhood network in the long term. We remain dependent on direct and in-kind support from Council, and are very appreciative of Council's significant contribution in initiating the program and providing staff time, direct financial assistance, and grant opportunities. We have some assurance from Council that this arrangement will continue in 2018.

I'd like to convey our appreciation to our current board members for each of their contributions, and for taking on significant responsibility on behalf of the Sustainable Neighbourhoods network.

<ul style="list-style-type: none"> • Robyn Charlton Board member September 2011 to October 2013 and November 2015 to present. 	<ul style="list-style-type: none"> • Avril Lockton Board member April 2012 to present.
<ul style="list-style-type: none"> • Indra Deamer Board member November 2015 to present. Secretary November 2015 to November 2016. 	<ul style="list-style-type: none"> • Jean McGarry Board member July 2011 to present. Treasurer September 2011 to present.
<ul style="list-style-type: none"> • Steve Dewar Board member October 2012 to present. Secretary November 2016 to present. 	<ul style="list-style-type: none"> • Colin Mondy Board member September 2011 to present. Public Officer October 2012 to present.
<ul style="list-style-type: none"> • Norbert Lica Board member September 2011 to present. 	<ul style="list-style-type: none"> • Dot Seiffert Board member July 2011 to present. Chairperson September 2011 to present.

Finally, I would like to add our sincere appreciation for all volunteers from local Sustainable Neighbourhood Groups who make such an amazing contribute to sustainability in our community.

All of the volunteers who are on local committees, come up with and organise different activities and projects, attend events, talk with their communities, organise meetings and monitor email accounts and write meeting minutes, and all the day to day tasks that go in to making these projects and events happen.

Many volunteers regularly go above and beyond to create innovative community projects that are bringing our community together, educating each other about sustainability issues, and improving our environment. We appreciate the time and energy you are contributing and look forward to supporting you continue to do the excellent work you are doing.

Activity in the 2016-17 financial year

Total number of Sustainable Neighbourhood events and activities held	181
Total number of Sustainable Neighbourhood volunteer attendances <i>(Volunteers contributing their time to plan, organise and run projects)</i>	1266
Estimate of volunteer hours contributed	3340 hours (Equivalent to \$100,185 @\$30/hr)
Total number of attendances / participation at Sustainable Neighbourhood events <i>(Members of the public attending Sustainable Neighbourhood events and projects)</i>	7641

Status as of 30 June 2017

Number of active Sustainable Neighbourhood Groups	15
Number of financial members of the Lake Macquarie Sustainable Neighbourhood Alliance (Inc)	311
Number of subscribers to the 'Sustainable Neighbourhood News' e-newsletter	964

Sustainable Neighbourhood group locations, as of July 2017

Cardiff Area	Cardiff, Cardiff Heights, Cardiff South, Garden Suburb, Hillsborough
Caves Beach - Swansea Area	Caves Beach, Swansea, Swansea Heads
Cooranbong	Cooranbong
Dora Creek	Dora Creek
Dudley	Dudley
Greater Charlestown	Adamstown Heights, Charlestown, Highfields, Kahibah, Kotara South and Whitebridge
LT Creek	Blackalls Park, Fassifern, Fennell Bay
Morisset and Peninsula	Balcolyn, Bonnells Bay, Brightwaters, Mirrabooka, Morisset, Morisset Park, Silverwater, Sunshine, Windermere Park, Yarrowonga Park
Pelican Area	Blacksmiths, Little Pelican, Pelican, Marks Point
Rathmines Area	Rathmines, Balmoral and Fishing Point
Redhead	Redhead
Toronto Area	Carey Bay, Coal Point, Kilaben Bay, Toronto
Valentine	Valentine
Warners Bay Area	Croudace Bay, Eleebana, Lakelands, Macquarie Hills, Warners Bay
West Wallsend District	Barnsley, Holmesville, Killingworth, Seahampton, O'Donnelltown, West Wallsend

Sustainable Neighbourhood Projects, July 2016 – November 2017

Sustainable Neighbourhood Group	Current projects
Lake Macquarie Sustainable Neighbourhood Alliance and citywide projects	<ul style="list-style-type: none"> • Plastic Pollution <ul style="list-style-type: none"> ○ Shopping centre display series April 2017 ○ Targeted education to fishers, mid 2017 ○ Bag Swap Stations established mid 2017 • Dog Management <ul style="list-style-type: none"> ○ 'Out and about with your dog' brochures produced. Currently being distributed. ○ Advocacy to Council • Proposed Awaba State Conservation Area • Coastal Wetlands Park proposal • Representation on: <ul style="list-style-type: none"> ○ Council's Coastal Zone Management Committee ○ Hunter Water Community Forum ○ Council's Environmental Sustainability Grants Committee ○ Disaster Resilience Reference Group • 'Strengthening Sustainable Neighbourhoods' – Program review. Summary report completed, Nov17
Cardiff Area Cardiff, Cardiff Heights, Cardiff South, Garden Suburb & Hillsborough <i>Community Group of the Year 2017 (Lake Mac Aust Day Awards)</i>	<ul style="list-style-type: none"> • Supporting Landcare at Cardiff Wetland site, July 2016 - ongoing • Neighbour Day and Car Boot Sale, August 2016 • Reusing coffee grounds, August 2016 – ongoing • Bird Count Breakfast BBQ, October 2016 • Kids activities at Cardiff Halloween event, October 2016 • Christmas Car Boot Sale, November 2016 • Awarded Community Group of the Year 2017 (Lake Mac Aust Day Awards); and Shortland Volunteer Award 2016. • Super Tuesday Bike Count, March 2017 • Eco Angel Clean Up, March 2017 • Support and promotion for relevant Landcare activities, and school gardening activities • Wreath making workshop, April 2017 • Compost bin making workshop, April 2017 • Cycleways forum, June 2017 • Boomerang Bags workshop, June 2017 • Reduce Reuse Recycle Car Boot Sale, August 2017 • Beeswax food wrap workshop, September 2017 • Education / promotion stall at Gym open day, October 2017 • Aussie Backyard Bird Count – Breakfast BBQ, October 2017 • Education / promotion stall at Cardiff Halloween event, October 2017 • Boomerang Bags workshop, November 2017 • Christmas wreath making, December 2017 • www.facebook.com/CASNG2015
Caves Beach - Swansea Area Swansea Heads, Swansea and Caves Beach	<ul style="list-style-type: none"> • Eco Angel Clean Up with Marine Debris Grant (Hunter Local Land Services), July 2016 • Clean Up Australia Day, March 2017 • CALM'D School Art Competition, October-November 2017 • www.facebook.com/Caves.Beach.Swansea.Area
Cooranbong	<ul style="list-style-type: none"> • Investigating Bag Swap stations, November 2017
Dora Creek	<ul style="list-style-type: none"> • Currently inactive
Dudley	<ul style="list-style-type: none"> • Dudley Shared Pathway. Continued advocacy for shared pathway between Dudley and the Fernleigh Track. Focus has now expanded to include Charlestown to the coast.

	<ul style="list-style-type: none"> • Dudley Community Garden (Council grant) – Garden is established. Now run regular working bees. Stall at Living Smart Fest, September 2017. • Nature Play (Council Grant) Work with Dudley PS and NPWS to run Nature Play workshops, and deliver some educational materials and signage, to December 2017 • Advocating for development of Coastal Wetlands Park in collaboration with Charlestown and Redhead SNG • www.facebook.com/DudleyNSW • www.facebook.com/dudleycommunitygarden
Greater Charlestown Adamstown Heights, Charlestown, Highfields, Kahibah, Kotara South and Whitebridge	<ul style="list-style-type: none"> • Clean Up Australia Day, March 2017 • Eco Angel Clean Up, July 2017 • Local litter check (KNSWB), October 2017 • Pit Pony Park: <ul style="list-style-type: none"> ○ Advocated for park to be formally named ○ Completed an Agreed Action Plan with Council, including arrangements to become Council volunteers. ○ Improvement activities to the park, including tree planting. National Tree Day planting, July 2016 ○ PPP Planting Party, August 2017 ○ Now planning to spend remainder of SCP grant on sandstone blocks. • Community history talk, November 2017 • Assisting the Burwood Bowlo project • Super Sunday bike count • Advocacy regarding Madeira Vine problem • Support for Flaggy Creek Landcare • Investigating solar projects • www.facebook.com/greatercharlestownsg
Jewells Area Belmont North, Floraville, Jewells	<ul style="list-style-type: none"> • Inactive since March 2017.
LT Creek Fennell Bay, Fassifern and Blackalls Park	<ul style="list-style-type: none"> • Advocacy and education campaign to protect and gazette the Awaba State Conservation Area, and create the Scribbly Gum Reserve • Clean Up Australia Day, March 2017 • Pamper Care Project • Picnic in the Park with TASNG and Council, Nov17 • www.facebook.com/LTCREEKSNG
Morisset and Peninsula Morisset, Bonnells Bay, Morisset Park, Brightwaters, Sunshine, Silverwater, Balcolyn and Yarrowonga Park	<ul style="list-style-type: none"> • Education activities at regular meetings, based on Transition Newcastle's Handbook. • Series of workshops at their local meetings: <ul style="list-style-type: none"> ○ Local wildlife (Robbie Economos) ○ Second hand swap meet ○ Furoshiki gift wrapping ○ Papier mache
Pelican Area Blacksmiths, Pelican and Marks Point	<ul style="list-style-type: none"> • Advocacy regarding a number of issues with stormwater drain infrastructure and maintenance in the area. Some issues remedied directly. Other issues are still being discussed with Council. • Granny's Pool – advocating for improvements and maintenance. • Support for local Landcare groups and projects. • Participation in Council's Local Adaptation Plan process • Planning for Bunnings BBQ in Dec17
Rathmines Area Rathmines, Balmoral and Fishing Point	<ul style="list-style-type: none"> • Launch event – community celebration at Rathmines Park, March 2017 • Local Litter Check completed, and successful Community Litter Grant received. Project to install bins and complete litter clean up and education activities at Rathmines Park • Bag Swap Stations installed at Rathmines Shops • Starting community garden at the Catalina Conference Centre • Public Meeting regarding vandalism and antisocial behaviour, Nov17

<p>Redhead</p>	<ul style="list-style-type: none"> • Regular community newsletters (~every 2 months) • DIY Bag Making Workshop, June 2016 • 'Spring Gathering' event focussed on Coastal Wetlands Park, October 2016 • ANZAC Centenary Project – completion of murals and memorial at school (2015), and launch of book of WW1 stories of Redhead soldiers launch May 2017 • Education stall with Council rangers re dog management, November 2016. Ongoing engagement with Council regarding dog management at Redhead • Clean Up Australia Day, March 2017 • Bag Swap Stations established at Redhead Village shops • Archiving and display of historic Redhead subdivision posters • www.facebook.com/RedheadSustainableNeighbourhood
<p>Toronto Area Carey Bay, Coal Point, Kilaben Bay and Toronto</p>	<ul style="list-style-type: none"> • Promotional stall at Toronto Spring Fair, October 2017 • Close association with Coal Point Progress Association, and community garden (Senior Citizens Centre) • Completion of Brighton Ave Footpath (NSW Gov Community Building Partnership grant). Worked with Council to complete construction of the footpath. • Tossers can be binners stage 2 – Successful ClubGrant. Focussing on reducing litter from fast food outlets in Toronto area. • Clean Up Australia Day, March 2017 • Picnic in the park with LT Creek SNG and Council, Nov17 • Regular submissions regarding local DAs
<p>Valentine</p>	<ul style="list-style-type: none"> • Community Fire Unit – working with F&R to establish a unit in Valentine
<p>Wangi Area Wangi Wangi, Buttaba, Myuna Bay and Arcadia Vale</p> <p>2017 Community Event of the Year (Wangi Centenary Celebrations), Lake Mac Aust Day Awards</p>	<ul style="list-style-type: none"> • Wangi Centenary Celebrations, October 2016 • Formally dissolved, June 2017
<p>Warners Bay Area Croudace Bay, Eleebana, Lakelands and Warners Bay</p>	<ul style="list-style-type: none"> • Launch event held at 'Music in the Podium', April 2017 • Info stall held at Warners Bay Markets, July 17 • Three Nature Play workshop with Niki Buchan, May 2017, Aug17 and Nov17. (Also LLS grant for equipment) • Monthly coffee catch ups • Coffee cup wash up stall at the Living Smart Festival, September 2017 • www.facebook.com/WBSNG
<p>West Wallsend District West Wallsend, Holmesville, Seahampton, Barnsley, Killingworth, O'Donnelltown</p>	<ul style="list-style-type: none"> • Old Waste New Art – recycled art competition, October 2016 • Established community garden (and Council Operating Committee) at the old Holmesville Tennis Court), operations / working bees starting ~March 2017. • Regular Landcare Bees • Bunnings BBQ • Presentations (Umwelt and Awaba Conservation Area)

Income and Expenditure Statement, 1 July 2016 – 30 June 2017

Account 06 10352969 held with Commonwealth Bank of Australia, Charlestown Branch

Opening Balance, Bank Statement No. 48 1 July, 2016			\$17,466.58cr
PLUS RECEIPTS			
1 July 2016 – 30 June 2017	Bank Interest	\$2.37	
30 September 2016	Stronger Communities Program Grant GMS-SCP2000933D; Greater Charlestown – Pit Pony Park	\$5,000.00	
09 December 2016	LMCC Administration donation 1000971	2002.58	
16 December 2016	LMCC Environmental Sustainability Grant 1001164; Alliance - Dog Brochure	\$946.00	
22 December 2016	LMCC Environmental Sustainability Grant 1001495; Dudley Community Garden	\$3000.00	
13 March 2017	Keep NSW Beautiful 364093; Rathmines Area – Local Litter Check	\$500.00	
5 June 2017	Local Land Services 463866; Warners Bay Area – Nature Play	\$1,000.00	
16 June 2017	LMCC Environmental Sustainability Grant 1008586; West Wallsend District – Holmesville Community Garden	1,856.00	
19 June 2017	Keep NSW Beautiful – Community Litter Grant 364093; Rathmines Area – Rathmines Park project	\$3,995.20	
	Total	\$18,302.15	
LESS EXPENDITURE			
07 July 2016	Chq 000060 – Greater Charlestown – Bicycle network donation	\$50.00	
7 July 2016	Chq 000061 – West Wallsend District – Illegal dumping grant – signage	\$240.05	
17 July 2017	Chq 000062 – Greater Charlestown – Pit Pony Park Council grant – Trees and delivery	\$2,612.50	
2 August 2017	Chq 000063 – Dudley – Dudley Garden Grant – Garden bed materials and soil	\$560.01	
25 August 2017	Chq 000064 – Dudley – Dudley Garden Grant – reimbursement	\$5.70	
15 December 2017	Chq 000065 – Alliance – Guild insurance	\$2002.58	
15 February 2017	Chq 000066 – Dudley – Dudley Garden Grant – soil and mulch	\$200.00	
24 March 2017	Chq 000067 – Dudley – Dudley Garden Grant – soil, mulch, plants and catering	\$311.05	
31 March 2017	Chq 000068 – Toronto Area – Contribution to Council for cost of Brighton Ave Footpath	\$8750.00	
17 May 2017	Chq 000069 – Dudley – Dudley Garden Grant – Presenter fee	\$225.00	
17 May 2017	Chq 000070 – Dudley – Dudley Garden Grant – Workshop catering	\$138.54	
	Total	\$15,095.43	
Closing Balance, 30 June 2017			\$20,673.30