

## Lake Macquarie Sustainable Neighbourhood Alliance – Meeting Minutes

<b>Location:</b>	Orchid Room, Council Administration Building, Main Rd, Speers Point	<b>Date:</b>	Tuesday 17 April, 2012
<b>Chair:</b>	Dot Seiffert	<b>Time:</b>	7 – 9pm
<b>Present:</b>	Norbert Lica, Rachelle McConville, Dot Seiffert, Hellen Slott		

### Meeting Agenda

Agenda Item Ref	Meeting Details
1	<p><b>Apologies</b></p> <p>Colin Mondy,</p>
2	<p><b>Meeting Minutes</b></p> <ol style="list-style-type: none"> <li>1) It was established that there was no quorum in which to do business. A meeting will be rescheduled for 7pm, either on Monday 23<sup>rd</sup> April 2012 or Thursday 26<sup>th</sup> April 2012. Board members will kindly be asked to choose which day will best suit them and email Rachelle McConville. Things to be discussed are in item's 3 Membership Update, 4 Nominations Of New Board Members &amp; 5 General Business.</li> <li>2) Hellen Slott, a nominee from Toronto S.N.G, has joined the L.M.S.N.A as an ordinary board member. Hellen will be officially inducted at our next meeting. A warm welcome and brief introduction was given to Hellen.</li> <li>3) Rachelle handed to the members present, a draft document, Planning And Managing Sustainable Neighbourhood Activities. It was discussed and explained that it is a guide or instructions for S.N.G's to go through for planning and managing their events and activities. It will be part of a toolkit to give to groups who are implementing their projects. Rachelle will send a copy to the other board members to have a read through and to get feed back or comments before the next meeting. The Tool Kit will need to be finalised before the end of May.</li> <li>4) Free Training For Community Volunteers has been scheduled for S.N.G's. Board members present received extra flyer's of the dates scheduled to be handed out to there local S.N.G's. Another flyer with invitation to Join Australia's Latest Garage Sale Craze was also handed out.</li> <li>5) Rachelle now is at the Landcare Resource Centre every Thursday from 9am – 5pm. Robyn and Norbert will be meeting with Rachelle at the Landcare Resource Centre at 11:00am on the 19<sup>th</sup> April 2012, to set up new email accounts.</li> <li>6) The Secretary, Norbert Lica received a portable file carrier to hold important documents.</li> </ol> <p>Regards Norbert Lica – Secretary L.M.S.N.A Board Member</p>

Agenda Item Ref	Meeting Details
3	<b>Membership Update</b> Swansea Heads and Valentine
4	<b>Nominations (and election) of new Board members</b> <ul style="list-style-type: none"> <li>• Nominations received from Avril Lockton, Suzanne Pritchard, and Helen Slott for Ordinary Members.</li> <li>• Any nominations for Secretary?</li> </ul>
5	<b>General Business</b> <ul style="list-style-type: none"> <li>• Request: Dudley Mural Project. Alliance support for grant application</li> <li>• Request: Swansea Heads. Alliance support for 'Bag It' Screening</li> <li>• Request: Charlestown East Community Garden – Alliance acceptance of donation</li> <li>• Upcoming training for SN volunteers</li> <li>• Community Toolkit – Summary of documents for Board review</li> <li>• SN Video Case Studies</li> </ul>
6	<b>Next meeting date:</b> <ul style="list-style-type: none"> <li>• Refer to item 2 Meeting Minutes, for the actual meeting date.</li> </ul>
7	<b>Meeting closed at 8:15pm</b>