

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

Date:	Tuesday 17 th September 2013	Chair:	Dot Seiffert
Time:	6:00pm to 8:00pm	Secretary:	Norbert Lica
Location:	Orchid Room, Lake Macquarie City Council Administration Building, 126 – 138 Main Rd, Speers Point, NSW, 2284		
Present:	Dot Seiffert, Norbert Lica, Jean McGarry, Steve Dewar, Avril Lockton, Colin Mondy, Sandy Benson, Robyn Charlton, Susan Denholm, Rachele McConville		
Apologies:			

Agenda

1 Welcome & Introduction

2 Apologies

3 Conflict Of Interest (Please notify the meeting if you believe you have a conflict of interest regarding any agenda item)

4 Previous Meeting Minutes

4.1 Ordinary Meeting Minutes Dated Tuesday 20th August 2013

MOTION:

That the previous meeting minutes dated 20th August 2013, be confirmed as an accurate record.

Moved: Norbert Lica

Second:

Vote:

4.2 Business & Actions Arising From The Minutes (refer to Action Logs on page 2 & 3 of this Agenda)

5 Correspondence Inwards

6 Correspondence Outwards

Grant application submitted to Council - LT Creek SNG Responsible Cat Care brochure. Formal welcome to West Wallsend District SNG and Pelican Area SNG.

7 Treasurers Report

8 Grants On Offer

8.1 Grants from Jill Hall's office: A list of Grants can be emailed to you from her office, just ask to be added to there emailing list by emailing her secretary on melanie.field.@aph.gov.au

8.2 LMCC, Environmental Sustainability Grants: The next round of grants are available. The grants close on the 9th September 2013.

8.3 Catchment Management Authority: Landcare type activities for grants are currently available.

8.4 Morisset Lions Club Giant Christmas Raffle: Morisset Lions Club have up to \$20,000 worth of raffle tickets for not for profit organisations to sell. Money raised will go directly to those organisations who sell the tickets. Any not for profit organisation can take part.

Agenda

<p>9 For Discussion & Action</p> <p>9.1 Living Smart Festival, display and activity:</p> <p>9.2 Draft sponsorship proposal:</p> <p>9.3 Request to Council regarding costs to SNGs using Council facilities:</p> <p>9.4 AGM / Celebration - reminder re Board nominations:</p> <p>9.5 Eco Xpo:</p> <p>9.6 The Business Centre, Newcastle:</p> <p>9.7 Bunnings BBQ:</p> <p>9.8 Dudley Mural Workshop and final grant acquittal, Wednesday 16 October TBC:</p>
<p>10 Requests From Member Groups</p> <p>10.1 Toronto Area SNG - Eco Angels Clean Up - Saturday 21 September - Approved via email:</p>
<p>11 Report Backs From Member Groups</p> <p>11.1 West Wallsend launch / celebration (31 August):</p> <p>11.2 Toronto Area Community Garden - Earth Bag Workshop (7 September):</p> <p>11.3 Toronto Area SNG projects - Fire Station project and 'Tossers can be binners':</p>
<p>12 General Business</p> <p>12.1 Council programs ideal for SNG participation (Eco Angels, Super Street Sales):</p> <p>12.2 Health and Safety Training - Saturday 9 November, 9am-12noon:</p>
<p>13 Next Meeting Dates</p> <p>13.1 Next Ordinary Meeting, Tuesday 15th October 2013, 6pm to 8pm:</p>
<p>14 Meeting Close</p>

Action Log Arising From Ordinary Meeting Minutes Dated Tuesday 3rd July 2012

Item	Responsibility	Action	Item Ref	Due Date	Progress
1	R. McConville	Rachelle to register the domain name www.sustainableneighbourhoods.org.au in the Alliance's name.	8, 2 nd dot point	February 14 th 2014	In progress

Action Log Arising From Ordinary Meeting Minutes Dated Tuesday 20th November 2012

Item	Responsibility	Action	Item Ref	Due Date	Progress
2	Norbert & Susan	All Board members to write a short profile each or summary, detailing their reasons for involvement in Sustainable Neighbourhood Program. Will be put on the Alliance website with a photo of each Board Member.	8.6	August	In Progress

3	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
Action Log Arising From Ordinary Meeting Minutes Dated Tuesday 21st May 2013					
Item	Responsibility	Action	Item Ref	Due Date	Progress
4	N. Lica	Norbert to approach Bunnings Warehouse to apply for a donation of a gift voucher to the Living Smart Festival as well as the sausage sizzle fund raiser at Bunnings. Dot offered to assist in selling sausages and the writing of the letter. Jean, Robyn and her group have volunteered too.	12.1	ASAP	In Progress
Action Log Arising From Ordinary Meeting Minutes Dated Tuesday 18th June 2013					
Item	Responsibility	Action	Item Ref	Due Date	Progress
5	J. McGarry, C. Mondy & R. McConville	Jean and Colin to draft a prospectus for corporate Sponsorship with assistance from Rachelle.	9.2		In Progress
Action Log Arising From Ordinary Meeting Minutes Dated Tuesday 23rd July 2013					
Item	Responsibility	Action	Item Ref	Due Date	Progress
6	S. Dewar	Steve, to help Michel Mobbs with book sales at Toronto library.	9.3	27 th September 2013	In Progress
Action Log Arising From Ordinary Meeting Minutes Dated Tuesday 20th August 2013					
Item	Responsibility	Action	Item Ref	Due Date	Progress
7	Norbert & Jean	Norbert to email request of donation for raffle to board members for approval. Jean to hand to store manager at Glendale.	4.2		In Progress
8	Dot	Dot to hand in council facility letter to the General Manager at council.	4.2		In Progress
9	Rachelle	Rachelle to ask where our stall will be located to see if appropriate to hold activities.	4.2		In Progress
10	Dot	Dot to attend the launch of the West Wallsend District SNG and will warmly introduce the group to the alliance.	10.2	31 st August 2013	In Progress
11	All Board Members	Board members to view the Responsible Cat Care Broacher grant application for approval via email to be a sponsor of the project.	10.3		In Progress