

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Tuesday 17 November, 6.30pm—7.30pm

Via zoom following Annual General Meeting



Present: *Amanda Herral, Bruce Tozer, *Gabrielle Clappison (part), Jean McGarry, Mark Howells, *Nico Marcar, Robyn Charlton, Samantha Doove, Steve Dewar

Apologies: nil

Welcome from Chair to new and returning Board, and Acknowledgement of Country

We would like to acknowledge the Awabakal people who are the traditional custodians of the land and pay our respects to Elders past, present and emerging. We extend respects to other Aboriginal people present.

Minutes of 20 October meeting approved with minor change to End of Year celebration Saturday 5 December Moved: Steve Seconded: Nico

BUSINESS ARISING FROM OCTOBER MEETING

1. Sustainable Schools: some interest from Garden Suburb Public School as a 'Leader in Sustainability'. Steve will follow up also school contact for St Mary's High School and Toronto High
2. End of Year Celebration- See item #1 below
3. Evening meetings have restarted for a number of groups

ITEMS FOR DISCUSSION

1. End of year celebration event Saturday 5 December 11am-2pm (All)

Picnic at Blackalls Park is popular.

Public Health Order #5 (Current 17 November 2020) Outdoor Public gatherings (page 7)

22 Direction of Minister concerning outdoor public gatherings

(1) The Minister directs that a person must not participate in an outdoor public gathering of more than 30 persons.

<https://www.nsw.gov.au/covid-19/what-you-can-and-cant-do-under-rules#outdoor-public-gatherings>.

Attendees to BYO lunch, fold up chairs, umbrellas, picnic blankets etc

Focus on social event as members have missed physical networking opportunities.

Include some very short 'formalities' to celebrate our progress this year and reflect on challenges. Could encourage attendees to bring some informal activities eg bocce.

Opportunity to provide information on local Kurra Kurrin Petrified Forest and its high cultural significance

Discussion on backup location - Rathmines Park

Action: Confirm Rachelle has submitted paperwork, prepared Covid-safe plan and send out invitations.

2. Plastic Free café update (Steve)

Original grant for Toronto and Warners Bay. Steve – to need to check with current partners they are back on board (Boomerang Alliance information sheet on COVID safe compliance).

Potential for testimonials from partners
 Expansion of project to interested cafes in Charlestown, Marks Point, Teralba, Rathmines, Wangi.
 New cup order (~650) plus other promotional items (TBC)

Cup type options were polled during meeting:

Type	Number of votes	Comments during discussion
Bamboo	7	Similar product distributed through Newcastle Council project earlier in the year
Plastic (able to be recycled) also foldable option	1	Marketed as recyclable – questions as to whether this aligns with ‘plastic free’
Other options	1	Some members would like more time to read through content and weigh up options

Ideally: investigate more sustainable product materials with less negative effects (health, usage and breakdown) and would be good to get feedback on number of times people use reusable cups versus put them in their cupboards

Agreement: all materials have pros and cons – regardless of materials, longevity is the key.

Amanda - Pelican/ Marks Point area interested in working to be plastic free and would be happy to distribute 100

3. Website and Social Media Policy (Robyn)

Background: News item on NBN , also interview on ABC radio relating to an unauthorised park bench installed in Dudley. The bench was branded and promoted as a memorial bench to a local identity but family were unaware of the location of the bench and it did not meet requirements. Facebook group post shows minutes of Dudley SNG meeting noting agreement to support installation financially. No risk assessment was submitted to The Alliance for approval (Board notes this would require approval from LMCC land owner). Bench has been tagged for removal by Rangers (safety and non-compliance). Policy was updated in 2018 and ratified 18 July 2018. Available on website <http://www.sustainableneighbourhoods.org.au/promoting-your-activities.html> Margo emailed policy to group key contacts on request from Board 12 November 2020

Agreement by Board:

1. Important for all members to not confuse individual members’ points of view/difference with objectives of the group. Agreement it is acceptable for groups to feel strongly on community issues and disagree with Council but there are correct avenues to proceed.
2. Reminder for all groups who have Facebook presence to review the policy, monitor and moderate as required and seek clarification and training if unsure.

Action: Rachelle and Robyn request to attend the group’s next meeting (February 2021) as part of Chair’s meet the groups, also on schedule for 2021: Swansea-Caves Beach and Pelican.
Action: Margo to follow up with Rachelle whether any resources from the Advocacy Course run mid year would be helpful to groups

ITEMS FOR INFORMATION

4. October Treasurer's Report

Attached below.

Action pending to close the Comm Bank account (transfer \$127.30 to Greater account)
Steve apologised for delay and advised this will be attended to Thursday 18 November.

5. September Strategy update (unchanged)

Progress to 30 September was circulated to board members, and available to members on request.

Action: Rachelle to provide links/information to Bruce as a new Board member to bring up to date

6. Risk assessments

- **Toronto Area SNG – monthly meetings**
Risk assessment for monthly meetings with consideration of COVID-19.
Circulated and approved via email.
- **Five Bays SNG - monthly meetings**
Risk assessment for monthly meetings with consideration of COVID-19.
Circulated and approved via email

7. Reports

- **Waste to Art**
Exhibit opened 28 October. Entries are amazing.
Media release completed. Great work Mardi, Tristian and team.
More info at <http://www.sustainableneighbourhoods.org.au/waste-to-art.html>.
Encourage SN groups to promote visitors to the exhibition.
- **ReLeaf Lake Mac**
Application submitted to Environmental Trust Education Grants on 16 November 2020.
Thank you to everyone who provided feedback and to the project group.
- **2020 Annual Report**
Distributed with reminder and Agenda for AGM. Some hard copies are available
Action: to be uploaded to website
- **Plastic Free Cafés Grant** (see items for discussion)
Invoice resubmitted for processing (wrong Government Department)
Need to consider best options for final stage
- **School activities**
SN in schools brochure (digital + hard copy) is now available,
www.sustainableneighbourhoods.org.au/school-sustainability.html
School Resources Register has been set up:
https://docs.google.com/spreadsheets/d/1T12A0f6htM9P8ou6wYOMuOdixcjet-wqJm-F1y_Siel/edit?usp=sharing
*SN members can add additional resources + contacts as we go.
see business arising*
Action: Follow up Rachelle to feedback on enquiry from Glendale East.

- **Volunteer grants**
Grant application for litter pickers and COVID-safe equipment.
Update 19/11/2020 - this grant was unsuccessful
- **Valentine Area Sustainable Neighbourhood Group**
Robyn and Margo met with Gayle Russell on 9 November. Gayle is new to the area and working with key contacts (4) on some project ideas for 2021.
- **Rachelle leave**
Rachelle returns 23 November.

8. Correspondence (16 October – 17 November 2020) incomplete

- Request from NSW EPA to resubmit invoice for Plastic Free Café project
- Nominations for Board members
- AGM correspondence
- Reminder to groups to review Website and Social Media Policy
- Updated member records from groups - Charlestown, Warners Bay
- Request to book The Place for 20 March 2021 for 'Lake Conversations'
- New enquiries through website

9. Business without notice

- Welcome/ Information Pack for new Board and Board Members
New Board member profile – include 5 minutes next meeting for Bruce to introduce himself and skills he brings to the Board. Bruce advised he would also like to discuss some project ideas.
Action: Rachelle to distribute packs on her return
- Polo shirts (Gabbi) for 2021
Need to consider more sustainable fabric options – polyester is durable but plastic

*Gabbi late arrival 6.50pm, Amanda and Nico left at 7.20pm

Meeting closed 7.32pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

NOVEMBER BOARD MEETING

TREASURER'S REPORT

1 -31 October, 2020.



Account 724181724 with Greater Bank, Charlestown Branch.

Balance **\$ 15,523.12 CR**

RECEIPTS

NIL \$ NIL

Total Income **\$ NIL**

EXPENDITURE

Cheques (x2) 492.50
200.00

Total Expenditure **\$ 692.50**

BALANCE **\$ 14,830.62 CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period 1 October, to 30 October 2020.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 17 November, 2020.

NOTE

Balance

CBA **127.30**

GrtrB **14,830.62**

Balance **\$ 14,957.92**