

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Wednesday 1 November 2023, 6.30-7.30pm (Following AGM)

Landcare and Sustainable Living Centre, 80 Toronto Road, Booragul

**Present:** Gabrielle Clappison, Steve Dewar, Jean McGarry, Mackenzie Robson, Ingrid Schraner

General members: Prue Bedford (left 7.15pm), Rosalynd O'Shannassy, Patricia Stanton, John Stanton

LMCC staff: Lucy Kelliher (minutes) Margo Smith (observer)

**Apologies:** Bruce Tozer, Natalia Soeters, Bruce Robertson, Rachelle McConville



## MINUTES

### 1. Welcome new and existing board members

Gab welcomed everyone to the meeting, in particular welcoming back returning members, and noted her enthusiasm for the new year of the Alliance Board.

## ITEMS FOR DISCUSSION

### 2. Saturday 25 November, 2-4pm. SN Network and Celebration event.

Rachelle to cater. Venue *umali barai-ku*. Noted It will be good to switch it up for future events, and have the next one on the eastern side of the lake. Value of this event was noted, including opportunities to connect and problem solve together. Noted People's Blockade at Newcastle Harbour same weekend.

### 3. Upcoming schedule of meetings & events

- December board meeting, Sorry Rachelle not available 6 December. Propose rescheduling to **Wednesday 29 November, 6.00-7.30pm**, and instead of a normal board meeting, dedicating the time to a **welcome and induction workshop** for new and existing board members.
- No meeting in January.
- First meeting back in 2024: **Wednesday 7 February**

## PROJECT UPDATES, REPORT BACKS, UPCOMING EVENTS

*Note: Please read through these prior to the meeting. We will not read out each item at the meeting, but there will be opportunity to add recent information or ask questions.*

### 4. Representation at the Bluett Award judging – Gab

LMCC has been nominated for the Bluett Awards (won in 2012.) Gab as Alliance Chair was invited along with Marion (Lake Macquarie Landcare Volunteer Network Chair) to the Landcare and Sustainable Living Centre umbali barkai-ku, Tuesday 17th October. Gab reported an enjoyable morning chatting with the Bluett Award judges (who are also volunteers), answering their questions from a SNG volunteer perspective, listening to Morven (LMCC CEO) presenting on

LMCC capital works and their workplace transformation programs. Gab had extensive yarns with the leadership of the various departments of LMCC, which provided a good opportunity to promote Sustainable Neighbourhood projects and our volunteers.

Gab is grateful for the opportunity to speak about our amazing city and to speak directly with the leadership of our council. Good luck LMCC. Here's hoping they can win the Bluett Award again.

## **5. Identifying board skills and gaps**

Rachelle has drafted a questionnaire to send to board members as a reflection exercise to make board more productive and fill in gaps. Planning to distribute as a useful prompt for new and existing board members. We can discuss responses at upcoming induction / welcome meeting on 29 November.

## **6. Promoting Sustainable Neighbourhoods**

It was noted that there has been a decrease in volunteer numbers post-Covid across most groups. Events such as the Repair Cafe do generate new members although not necessarily active. Discussion around raising profile of SNA including:

- SNG display in foyer of Council Admin Building to help drive recruitment.
- Displays or a presence in libraries and art gallery,
- linking up with other sites/programs/orgs to leverage off their audiences
- Recommence in-person recruitment drive at local shopping centres.

Locating the Landcare and Sustainable Living Centre, *umali baria-ku*, was proving difficult for some event attendees. Better signage at entrance to site along with entrance to building for people parking in "outer area". Some action is already happening re additional signage installation.

*ACTION: Discuss further at next meeting, options for promotion within council admin and other facilities.*

*ACTION: Rachelle to check what is permitted in LMCC Admin Building reception space re promotional display, as well as libraries and art gallery.*

## **7. SN groups survey proposal**

*Outstanding action: Rachelle and Bruce R to discuss and edit survey proposal.*

## **8. Waste to Art**

Exhibition now showing until 7 December at Toronto and Swansea libraries, [sustainableneighbourhoods.org.au/waste-to-art](https://sustainableneighbourhoods.org.au/waste-to-art). 70 people attended opening night. 54 artworks from 176 artists (incl 11 groups). Awards event scheduled for 2 December at Toronto library. Gab thanked Jo for doing such a great job to coordinate this. A reminder that people can vote for their favourite piece at each venue. The work of Astha on this project was also acknowledged.

*ACTION - Jo to invite Asta to future meeting or network meeting.*

## **9. Solar Sense project, Valentine**

Warm house Cool house, 29 October. Latest newsletter currently being distributed.

## **10. TASNG Trash and Treasure Stall at Toronto Lions Market**

Sunday 17 December aiming to give out trash and treasure (donations accepted) as an educational campaign as the regular bulk waste collection ends, a REUSE campaign, and fire preparedness brochures. Also, Boomerang Bags will be available for a donation. This campaign will be part of a use less plastic for Christmas.

Steve noted they were helping to distribute pamphlets to advise of bulk waste change and provide more information.

Mackenzie enquired as to the volume of items to give away at the Lions Market noting a potential conflict of interest: he is a member of Toronto Lions Club and stallholders generally have similar goods on offer for sale. Steve clarified items will not be given away for free, rather a nominal fee. TASNG will only provide products that aren't normally at markets and will have consideration around what is on offer on the day.

Yet to submit a risk assessment to the Alliance noting 3 or 4 weeks before event.

## **11. Awabakal Mural Project – Toronto Area SNG**

Grant application submitted to Eraring Community Investment fund for TASNG project to deter graffiti, celebrate local Awabakal culture and engage young people.

Grant to put up murals. Aboriginal art planned for key locations and will involve school kids.

## **12. Updates from inactive groups**

Recent email correspondence received from Morisset and Peninsula SNG volunteers, and Dudley volunteer, confirming that their groups are no longer active and have not been for approximately 2 years. It was noted that Morisset is becoming one of the major suburbs in Lake Mac, and disappointing this is defunct.

Also note Greater Charlestown struggling to elect a new committee, and Five Bays considering reduced meeting capacity with some key members stepping back. Greater Charlestown is planning a visioning workshop on 11 November to attract new committee participants / project leaders.

Gab suggested that Board need to revisit SN structure next year, in discussions with Rachelle. Consider aspects such as how we are currently running membership drives and creating new groups. Consider how we start creating new groups and whether we need actual groups.

It was discussed that the initial recruitment push and focus from Council staff at the formation of original groups (Rathmines for example) resulted in successful group numbers. In time, existing members leave and new members not replacing them. Noted that Rathmines may be approaching inactivity due to dwindling numbers.

It was discussed that groups can't rely on external motivation, this needs to come from within the group. It's shown that people will show up for activities or events but not wanting to attending meetings. Potentially connect with schools, scouts, girl guides, school strikers, etc.

Consider reducing official meetings and replace with more casual catch ups that may be more appealing/doable for new members. Only have meetings if they serve the groups.

*ACTION: Over the Christmas break, board members to think of ideas to reinvigorate format and evolve. Consider:*

- *What do groups need from the Alliance?*

- *How to get to the people in areas with defunct groups, to help run passion projects that matter to the community?*

### **13. RISK ASSESSMENTS AND REQUESTS**

- **Sugar Valley SNG – Grant application** to NSW Government Community Building Partnership, for driveway construction at the Holmesville Community Garden site. Reviewed and approved via email. Submitted 23 October 2023.

### **14. TREASURER'S REPORT**

The October Treasurer's Report attached below.

*Resolution: The board accepts the Treasurer's report.*

*Moved: Jean. Seconded: Steve. Carried*

### **15. PREVIOUS MEETING MINUTES**

October meeting minutes were circulated via email.

*Resolution: Confirm that the previous meeting minutes are an accurate record. Moved: Steve. Seconded: Mackenzie. Carried*

### **16. REGISTER OF INTERESTS**

Board members are required to immediately declare any: direct or indirect pecuniary interest; or any non-pecuniary conflict of interest; or potential perception of a conflict of interest in any matter before the Board.

Mackenzie noted his conflict of interest related to the current round of Lake Mac Award nominations, as he is on the awards committee. He will advise the awards committee of any nominations or categories where SNGs or individual members are nominated in relation to the Alliance. This has been noted in the register.

### **17. CORRESPONDENCE**

26 September - 25 October 2023

- Background documents sent to people who expressed interest in board positions
- Thank you to volunteers for assistance with Sustainable Neighbourhood activities at the Living Smart and Living Together festivals
- Welcome email to new contact completing the volunteer induction – directed to Redhead SNG
- Request from Hunter Wildlife Rescue Turtle Project to collaborate on a Clean Up event. Gab and Natalia keen to be involved and arranged to get in touch with them early 2024. GABBY wants to do city wide project and involve all groups. Gabby going away so doesn't have capacity to start this year. And have OZ Fish and other partners involved. Many groups would be interested. Good networking opportunity.
- ACTION – gabby to follow up from February
- Invitation to Councillor Bishop, Deputy Mayor to attend the Waste to Art opening night as Mayor was unavailable. Cr Bishop indicated that she was unavailable.
- Invitation sent to SN Key Contacts and participating artists to Waste to Art opening night event
- Request to SN Key Contacts for current membership registers in preparation for the Alliance AGM.

- Offer of fabric donation from community member – forwarded to Toronto Boomerang Bags group
- Invitation to Hunter Community Alliance Delegates Assembly – forwarded to board members.
- Annual General Meeting notice – sent to all financial members and SN News contact list
- Invitation to attend the Keep Australia Beautiful Tidy Towns weekend in Scone, along with notification that the Plastic Free Lake Mac project is a finalist – forwarded to board members.

#### **18. GENERAL BUSINESS**

- NSW Government's paper: [NSW Plastics: Next Steps](#) public consultation open  
Members encouraged to provide feedback: take the survey or upload a submission on our views to create a future with less plastic. Open until 4 February 2024.  
*ACTION – Steve to send link through via email.*
- Steve attended Eraring power station meeting re transitioning to renewables. Different community uses for land, including protecting koala population, building large battery. State may be involved due to concern about electricity supply. Will know whether closure from 2025.

**Meeting close: 7:31pm**

**NEXT MEETING:** Wednesday 29 November, 6.00 – 7.30pm

Alliance Board Welcome and Induction Workshop  
Landcare and Sustainable Living Centre, Booragul

**OCTOBER TREASURER’S REPORT**

**LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOOD ALLIANCE**

**TREASURER’S REPORT**

**1 October to 31 October, 2023**



Account 724181724 with Greater Bank, Charlestown Branch.

**Balance** **\$ 16,338.39 CR**

**RECEIPTS**

21 Oct 2023    EFT Newcastle City Cncl    470.00

**Total Income** **\$ 470.00**

**EXPENDITURE**

04 Oct. 2023    Wdl. Thpar Ref Solar Sense G Russell    \$     114.89

**Total Expenditure** **\$ 114.89**

**BALANCE** **\$ 16,693.50CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 October to 31 October, 2023.

Signed \_\_\_\_\_

Name                Jean McGarry  
Title                 Hon Treasurer  
Date                  1 November, 2023