

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Wednesday 20 July 2022, 6-7.15pm

Online via Teams



Present: Robyn Charlton, Steve Dewar, Sam Doove, Nico Marcar, Jean McGarry, Anna Noon, Steve (arrived 6.18pm)

Rachelle McConville (Council)

Apologies: Mark Howells, Bruce Tozer, Robyn Charlton

Welcome and acknowledgement of Country

Nico acknowledged the Awabakal people, as the traditional owners of the lands around Lake Macquarie, and paid respects to Aboriginal elders past, present and emerging, and to other Aboriginal people attending.

ITEMS FOR DISCUSSION

1. Alliance AGM date

Option to hold either October or November board meeting time:

Tuesday 18 October, 6pm **or** Tuesday 15 November, 6pm

October would give more opportunity for thorough board induction prior to the end of the year. November will give more time for local groups to have their AGMs prior.

General note for board members to consider roles Chair, Secretary, Treasurer, Public Officer + Ordinary board members. Good time to identify any specific skills or roles we'd like on the board and to identify/talk to other SN network members about becoming board members.

RESOLUTION: Schedule October date, and notify SN groups. Can reschedule to November as back up if October is too soon for some local groups.

2. Anna resignation

Anna has recently started working Council, so will be unable to continue as a board member, as there's significant potential for conflict of interest to arise. Anna will continue to volunteer for Tiny Forest and other ReLeaf projects.

The board thanked and congratulated Anna for her significant contributions to date.

PROJECT UPDATES, REPORT BACKS, UPCOMING EVENTS

3. Local group visits

- **Cardiff - Anna**

CASNG are a relatively small but mighty group, who I've had the pleasure of meeting with before. I often see members at other events including the Repair Café, Worm Farm Workshop and Seed Library processing mornings.

Current Projects:

- Pollinator Project – almost completed.
- Clean Up Australia Day – their postponed event is scheduled to be held 14th August 9.30-12 at Reserved Road/Myall Road. They will clean the surrounding area of Myall road bushland. All helpers welcome (plus you get a free plant or two)!
- Boomerang Bags + Making veggie bags

Proposed Projects:

- Support Rotary to hold a car boot sale. CASNG could have a stall
- Waste Free Christmas workshop – Possible simultaneous activities across the lake
- Eg Furoshiki gift wrapping and tool sharpening workshops. A social media campaign to promote waste-free Xmas was also discussed. Suggestions re: pledges community members could make/sign online?

Other Items:

- Munibung Hill Bandicoot Study – UON have been leading a scientific study in to bandicoot numbers at Munibung Hill. Evidence of bandicoots was found, however no footage was able to be captured. It is noted that fox activity and domestic cats have had a significant impact on local bandicoot numbers.
- Myall Road proposed development – currently not approved at federal level. There may be some opportunity for advocacy with the newly elected govt.
- The Stage – Veronica St Cardiff - The Joint NSW Govt/LMCC trial project was discussed noting the opposition of local businesses/Chamber of Commerce, the importance of increasing foot traffic to the shopping area (and reducing cars) etc.
- Upcoming Repair Café Event at Rathmines – 23th July 10-1pm.
- Seed Library Volunteer Seed Processing Host position – CASNG have been approached by the seed library team to see if anyone from with the group would be willing to undertake a newly developed volunteer role to host processing morning at Cardiff Library. This involves 3 hr every 3 months. Jennifer kindly put up her hand to undertake this role.

City Wide Projects:

- We discussed City wide projects including Plastic Free Cafes and Business Supporters – a discussion was had on Business Supporter noting limited communication/consultation or shared understanding. Feedback included ensuring the purpose of funds was clear and there was obvious benefit for the businesses. It was raised that crowd-funding per project may be more successful. CASNG thought it would be useful to hear from the couple of businesses that have already supported this on whether they felt it had increased their exposure or how it might be improved.
- LSF – We briefly discussed the LSF and current stall ideas – Waste free Toronto, Boomerang bags, Repair café and noted the suggestion to pull these all together under a 'waste' umbrella. We discussed how the veggie bag could be incorporated. We also talked about some local residential waste statistics and common contaminates etc.
- Button Library – Kieran mentioned that Toronto Library are starting a button library as part of their Make and Mend area. they will likely be collecting buttons at the LSF.
- AGM – it was noted this was due to be held. Their current secretary noted she is likely moving from the area, following her recent house sale.

- All around a great meeting with a super nice group of people!
- **Redhead - Steve**
 - Redhead is a great group regrouping after Colin move away. Their newsletter and social media are important, the new Boardwalk Brews Cafe is advocating sustainable living, there's also a market once a month. Their Energy Wave project has possibilities for other SNGs. They mentioned Nova's Community Energy. Awaba Battery was discussed. The Redhead BMX track is going ahead despite late community opposition.
 - Issues: the changes to Bulk Waste were not popular, particularly as many jobs in pick-up recycling would be lost. I mentioned the Green Shed Recycling in Canberra could be copied at Awaba Tip. Last few days' storms have left the beach littered with small plastic pieces. Need for beach cleanup! Small plastic sticks very evident. I pointed out that Sydney Water upgraded their sieve system at their plants as these sticks are from cotton buds. Also, balloons and their silver blowup containers were everywhere as people had parties! I think it's time for a ban!
- **Greater Charlestown - Steve**
 - A really great group that needs fostering. They are doing another film night on August 31 – "The Bentley Effect". They really know how to offer very educational films - please support.
 - Jonathan presented Releaf Lakemac report, and they did a great NTD last year. They want to plant some Red Cedar in a Landcare site, and are worried about huge weed growth near St Mary's High School.
 - They could do with support in choosing new office bearers for their AGM.
 - There has been too much clearing/ damage along the Dudley Headland wildflower walk and are contacting Council.
 - Steve spoke about Alliance projects like Tiny Forest, Blackalls Park NTD, Repair Cafes, Plastic Free Cafe/ coffee vans (eg Dudley Folium Cafe, Charlestown Swim Centre Cafe, and local cafes last year) A group that really works in practical ways for its area!
- **Pelican Area SNG - Jean**
 - Jean visited Pelican SNG, and was asked to convey to the Alliance the groups' profound thanks for the advance they were allowed to receive (from the Alliance) in order to begin to operate. (The Treasurer very proudly showed their current bank balance to me).
 - They are a very enthusiastic, hardworking group and this is evidenced by their SNAP which will expire in 2023.
 - I outlined with them, the purposes of the Alliance, and why its members are making visits to SNGs and they seemed pleased by our interest in individual SNGs.
 - As they had a full Agenda for the meeting, I was only with them for 20 mins.

Any further report backs?

- Five Bays – Bruce
- Warners Bay – Jean.

4. Renewing Sustainable Neighbourhoods

Survey reports now completed, and sent out to participants, and Sustainable Neighbourhood News.

Have established contact lists for each group. New subscribers include:

- Belmont Area, 193
- Sugar Valley, 145

Planning for gathering events in late August/early Sept, and will invite board members and/or representatives from local groups to attend and talk with new participants.

5. Sustainable Neighbourhoods talk at Belmont

Gab presented at the July meeting of the Belmont & District Residents Action Group meeting, at Belmont 16's. There were about 40 people and another guest speaker Councillor Kate Warner (LMIND).

Gab gave a 20 minute talk about Repair It Lake Mac and the Sustainable Neighbourhood Alliance, most points were taken from [this powerpoint presentation](#). I finished with a detailed explanation of a Circular Economy and handed around some simple examples of that, upcycled chicken bag, unpaper towel, veggie bag, etc.

It appeared to have been received well with much interest in bringing items in, calling in for a visit and volunteering opportunities.

Gab is planning another presentation at Women's Shed on the Lake.

6. Plastic Free cafes and coffee trucks

Decided to extend the time for promotion at most of the 35+ cafes/coffee vans till July 31, past school holidays. This involved negotiations with venues to give out remaining coffee cups and more social media. Then, remaining cups can be distributed at Living Smart Festival.

Planning on approaching cafes re Business Supporters as Steve visits cafes to wrap up project.

7. Repair Café, 23 July – Rathmines

Rathmines event coming together. Trial in working with and mentoring another group. Gab & Sam leading risk management and logistics and local group recruiting volunteers.

Radio interview on 2HD 21 July.

8. ReLeaf

Meeting with Council staff for update now that Urban Greening Strategy has been adopted. Discussed plans for actions coming out of the strategy eg for street planting, verge planting, possible sites for community planting, mulch.

Planning another meeting with the team before the Living Smart Festival, and possibly more regular meetings for updates and ongoing working relationship.

9. Tiny forest

Upcoming site inspections at 3 potential sites. Will then hopefully pick a preferred site, or go back to the shortlist. Likely to be 6-month lead time from confirming a site to being able to engage volunteers.

10. LSF project team

Summary of activity ideas here:

https://docs.google.com/document/d/1JaVv6Rx5bnt2_baGvqeErbEq1yL99Son/edit?usp=sharing&oid=116477624801891408837&rtpof=true&sd=true

Collating content (eg for signage and other resources) for next project meeting.

11. ACE Hub, Australia Circular Economy Hub <https://acehub.org.au/>

Note 'Going Circular' film screenings, <https://www.circle-economy.com/circular-economy/going-circular>

12. Waste free Christmas workshops

Idea from Cardiff Area SNG for citywide project in November this year. Topics could include for example homemade wreaths; vegan makeup, beeswax wraps, tool sharpening, furoshiki gift wrapping, homemade body scrub etc. They charge \$5/\$10 to cover costs. CASNG have never had a problem with charging a fee.

Opportunity for network to take up as a citywide project. Eg groups could run series of or concurrent workshops around the lake. Link with social campaign about not giving 'things', avoid waste at Christmas.

Some ideas already collated here: <http://www.sustainableneighbourhoods.org.au/green-gifts.html>.

13. Community Environment Grants

Next round opening soon, and closing 17 September. <https://www.lakemac.com.au/Our-Council/Grants-and-funding/Community-Environment-Grants>

14. Request Repair Café Conference

The meeting agreed for Sam and Gab to attend Repair Café conference using existing Repair Café funds.

15. RISK ASSESSMENTS AND REQUESTS

- **Draft Risk Management Plan & Induction for Blackalls Park planting project.** Circulated and approved via email. Intend to use as basis for template for future greening projects.
- **Greater Charlestown SNG – Film Screening, The Bentley Effect,** 31 August. Risk assessment circulated and approved via email.
- **Five Bays SNG – National Tree Day preparation event,** 24 August. Risk assessment circulated and approved via email.
- **Seeking in principle support – Valentine SNG, community garden proposal.** Circulated via email. In principle approval with some comments around possible duplication, volunteer capacity and scale.
- **Repair Café, 23 July - Rathmines Area SNG.** Amended risk assessment circulated and approved via email.

16. TREASURER'S REPORT

July Treasurer's Report – attached below.

Project balances report attached below for July 2021-June2022.

17. PREVIOUS MEETING MINUTES

Meeting minutes were circulated via email.

Resolution: Confirm that the previous meeting minutes, dated 21 June 2022, are an accurate record.

Moved: Steve, Seconded: Gab, Carried.

CORRESPONDENCE

17 June - 18 July 2022

- Notice of successful Council Community Environment Grant - Styles Point Planting Project – Rathmines Area SNG. Grant acceptance submitted to Council. Remittance advice received.
- Entry to the 2022 Not for Profit Treasurer Awards
- Response from Service Australia regarding registration as a Voluntary Work Organisation. Proof of insurance and nfp status submitted via email.
- Request to Council for extension for Redhead EnergyWave Community Environment Grant to 30 September
- Reminder to SN Key Contacts for end of financial year, including membership renewals, AGMs and 2022 Annual Reporting
- Invitation from Nature Conservation Council to participate in the 2022 Picnic for Nature event – forwarded to board members
- Notice of Adoption of Urban Heat and Urban Greening Strategies from Council – forwarded to SN Key Contacts
- Request for 2021-22 volunteer hours – sent to each SNG committee
- Welcome email and survey results sent to new Belmont Area SNG and Sugar Valley SNG email lists.
- Invitation to Valentine and Pelican Area residents to join their local group – following on from extra contacts from Belmont Area survey.
- Sustainable Neighbourhood News, July 2022

NEXT MEETING

Wednesday 24 August, 6pm ** Note changed time, as there's a clash with the Green Screening.

Council Admin Building / Online – TBC pending covid situation

Meeting closed 7.25pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOOD ALLIANCE

GENERAL MEETING

TREASURER'S REPORT

1 June, 2022 to 30 June, 2022



Account 724181724 with Greater Bank, Charlestown Branch.

Balance **\$**
25,168.48 CR

RECEIPTS

20 June 2022 EFT LMCC 1278 15.06 Community Land
Planting Proj. \$ 3,088.68

Total Income **\$ 3,088.68**

EXPENDITURE

08 June 2066 Ref.55946649 LMCC CRN.03338571 \$ 253.00
08 June 2022 Ref.55946695 LMCC CRN.03338571 70.00
09 June 2022 Thpar Ref.07375936 ReleafBann Inv3060
062-827 10244905 InSane Signs 126.06
20 June 2022 ThparRef.09575861 812-170 100368280
CA & VR Mondy 384.00
23 June 2022 Thpar.07282515 ReLeaf LakeMacplant 650-000
982767322 R Charlton 132.70

Total Expenditure **\$ 965.76**

BALANCE **\$ CR**
27,291.40

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 June to 30 June, 2022.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 18 July, 2022.

Draft project balances 21-22 financial year

(Pending confirmation of June transactions)

Group	Project	Funding source	Project balance as of 30 June 2021	Project income 21-22	Project expenditure 21-22	Project balance 30 June 2022
Alliance	Accumulated funds since 2021	Various	\$ 3,170.00	\$ -	\$ -	\$ 3,170.00
Alliance	Business Supporters	Donation - Business Supporters	\$ -	\$ 189.28	\$ 190.00	-\$ 0.72
Alliance	Insurance	Donation - Council	\$ -	\$ 3,195.00	\$ 3,195.00	\$ -
Alliance	Plastic Free Cafes	Donations - 2020/21 project	\$ 1,249.87	\$ -	\$ 1,105.50	\$ 144.37
Alliance	Plastic Free Coffee Vans	Community Environment Grant - Council	\$ -	\$ 2,922.50	\$ 2,764.50	\$ 158.00
Alliance	ReLeaf Lake Mac (Banner)	Donation - Public	\$ -	\$ 170.00	\$ 126.06	\$ 43.94
Alliance	Repair Café	Community Environment Grant - Council	\$ 659.90	\$ -	\$ 661.05	-\$ 1.15
Alliance	Repair Café	Contract for service provision - Council	\$ -	\$ 1,500.00	\$ 706.31	\$ 793.69
Alliance	Tiny Forest	Love Water Grant - Hunter Water	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Alliance	Tree Trail at the MAC	Community Environment Grant - Council	\$ -	\$ 4,224.50	\$ -	\$ 4,224.50
Alliance	Worm farm workshop (Wangi Scarecrow Competition)	Community Event Grant - Council	\$ 430.00	\$ -	\$ 431.44	-\$ 1.44
Cardiff Area	Cardiff Pollinator Plan	Community Environment Grant - Council	\$ 2,059.85		\$ 1,633.20	\$ 426.65
Dudley	Nature Play - Community Environment Grant	Community Environment Grant - Council	\$ 1,051.00	\$ -	\$ -	\$ 1,051.00
Five Bays	Blackalls Park Planting Project	Donation - Public	\$ -	\$ 100.00	\$ 132.70	-\$ 32.70
Five Bays	Pamper Care Project	Donation - Public	\$ 1,112.68	\$ 600.00	\$ 401.27	\$ 1,311.41
Greater Charlestown	Charlestown Pool Garden	Community Environment Grant - Council	\$ 116.00	\$ -	\$ -	\$ 116.00
Rathmines Area	Styles Point Planting Project	Community Environment Grant - Council	\$ -	\$ 3,088.68	\$ -	\$ 3,088.68
Redhead	Redhead EnergyWave	Community Environment Grant - Council	\$ 2,022.00	\$ -	\$ 1,136.50	\$ 885.50
Toronto Area	Community Harmony Initiative	Community Event Grant - Council	\$ 1,190.00	\$ -	\$ -	\$ 1,190.00
Warners Bay Area	Nature Play - Service provision to Council	Contract for service provision - Council	\$ 22.00	\$ -	\$ -	\$ 22.00
			\$ 13,083.30	\$ 25,989.96	\$ 12,483.53	\$ 26,589.73