

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Tuesday 16 November, 7pm

MS Teams meeting online



Members present: Robyn Charlton, Stephen Dewar, Samantha Doove, Gabrielle Clappison, Rosalind Halton, Mark Howells, Nico Marcar, Jean McGarry, Anna Noon, Mackenzie Robson, Bruce Tozer

Non members present: Rachelle McConville and Margo Smith

1. October meeting minutes

Meeting minutes were circulated via email.

Resolution: Confirm that the previous meeting minutes, dated 19 October 2021, are an accurate record.

Moved: Steve. Seconded: Jean. Carried.

2. TREASURERS REPORT – October

See Treasurer's Report below.

Moved: Jean. Seconded: Steve. Carried.

RISK ASSESSMENTS AND REQUESTS

3. West Ward Candidates Forum, Toronto Area SNG and partners, 23 November

Revised risk assessment circulated and approved via email, with updated date.

Three Councillor candidates, one of whom is also standing for Mayor, as well as a Mayoral candidate have confirmed their attendance.

More information and bookings: <https://www.eventbrite.com.au/e/west-ward-and-mayoral-candidates-forum-tickets-187881347167>

Public can submit questions prior to the forum, which will then be summarised and given to candidates on the night.

PROJECT AND LOCAL GROUP UPDATES

4. End of Year Celebration Picnic in the Park – Save the date for Sunday 5 December

Blackalls Park was a great location last year – nice a quiet, good shelter & facilities. Planning an informal picnic event. Details to come.

5. Renewing Sustainable Neighbourhood groups

Community survey is now closed. Have received 75 responses. Yet to fully analyse the results, but a number of keen new contacts have come forward from areas with existing SN groups and areas without active groups. New contacts will be sent to existing groups, along with suggestions to help welcome them.

Request to SN groups still open till 22 November, with one group expressing their interest so far. Note that for some inactive groups, a direct approach will be necessary.

6. Business Supporters update

Recruitment flyer + window decal design circulated for comment, and approved and ready to print. Agreement to spend up to \$200 to purchase window decals – waiting for a sale. Will have everything ready to promote in the new year.

7. Governance work

Noting a number of policies still need to be developed:

- Grievance procedure (including dispute resolution, misconduct & complaints handling)
- Advocacy policy and procedure
- Bullying & sexual harassment
- <https://communitydirectors.com.au/tools-resources/policy-bank>

8. Waste to Art

Now on exhibition until 10 December at 3 locations, Charlestown, Swansea and Toronto, sustainableneighbourhoods.org.au/waste-to-art.

Awards presentation for artists scheduled for 4 December.

9. ReLeaf Lake Mac

As ReLeaf Lake Mac waits for the LMCC Community Environment Grant decision for the first formal tree trail, members of the ReLeaf team and other interested SNG members were invited to attend a presentation on the Urban Greening Strategy and Urban Heat Island Strategy. It was very interesting and informative.

It is hoped that Sustainable Neighbourhoods and ReLeaf Lake Mac can assist staff to get the two strategies over the line and begin to implement some of the ideas sooner than later.

Robyn is currently looking at some of the documents that are assisting in the structure of both strategies.

Noted the opportunity to involve the community in assisting to deliver the Greening Strategy – eg plantings, micro forest, watering. Role for ReLeaf to help figure out some of the hurdles, and work in parallel with Council in development of the strategy. Eg trial projects at Blackalls Park, Tree Trail and Micro forest projects will make it easier for future projects. Opportunity to liaise better with Council and move forward on these projects.

10. Valentine SN – Community Gathering, 23 November

Community led initiative to refresh their SN group. Aiming to engage the Valentine community in conversation, and inform future activities for the group.

Risk assessment coming.

11. Renewal of Committee Roles with newly elected Council

Noted that Council Committees will be renewed after the new Council is elected in December. Will note any requirements to reapply and include Alliance representatives on these. Currently have Alliance representatives on:

- Community Environment Grants Committee
- Coastal Zone Management Committee.

12. Welcome new board members

Warm welcome to our new board members, Mackenzie and Anna! We'll organise an induction in the next couple of weeks.

13. Correspondence 15 October

- NSW EPA Community Virtual Forum, 19 Nov - invitation
- Coastal Zone Management Committee – October meeting minutes
- Renewing Sustainable Neighbourhood Groups – Request for EOIS and background sent to SN Key Contacts
- AGM and SGM invitation, agenda and proposed Constitution changes – Sent to SN Key Contacts
- Request from ReadyUp Skills program for youth development project opportunities – Sent to SN Key Contacts and Community Garden contacts
- Sustainable Neighbourhood News – November 2021
- Request for current Membership Registers – Sent to SN Key Contacts

14. Next meeting

Tuesday 15 February

We won't have a meeting in December or January, but can manage any relevant business as it arises / as needed via email in the mean time.

Meeting close 7.08pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

TREASURER'S REPORT

1 September, to 30 September, 2021

Account 724181724 with Greater Bank, Charlestown Branch.

Balance

\$ 11,939.09 CR

RECEIPTS



10 Oct 2021	C.A. Goodwin-Pamper Care	80.00
15 Oct 2021	C.A. Goodwin-Pamper Care	20.00

Total Income **\$ 100.00**

EXPENDITURE

Total Expenditure **\$ NIL**

BALANCE **\$ 12,039.09 CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 October to 31 October, 2021.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 15 November, 2021.