

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Wednesday 2 November 2022, 6.30-7.15pm

Hybrid. Council Administration building and online via Teams



Present: Gabrielle Clappison, Steve Dewar, Nico Marcar (Online left 7.30pm), Jean McGarry, Bruce Robertson, Mackenzie Robson, Ken Stokes (left 6:45pm), Bruce Tozer

Rachelle McConville (Council)

Apologies: Robyn Charlton, Samantha Doove

Meeting opened 6:40pm

ITEMS FOR DISCUSSION

Following from the AGM and the election of two new co-Chairs, the meeting agreed for Gab to Chair the first half of the meeting and for Mackenzie to Chair the second half.

1. Welcome new board members

Gab congratulated everyone on their election as new or returning board members.

2. Bank signatories

With Robyn and Sam retiring from the board, we need to establish some new bank signatories. Our bank account is set up to require approval from 2 signatories to complete a withdrawal/payment. We'd like to have 4 or more signatories signed up, to make sure someone is available as payments need to be completed, and to share the workload.

Thanks Mark and Mackenzie for offering to take on the role.

Resolution: The board agrees to update the bank signatories to include:

- **Jean McGarry**
- **Gabrielle Clappison**
- **Stephen Dewar**
- **Mark Howells**
- **Mackenzie Robson**

Moved: Bruce Robertson

Seconded: Bruce Tozer

Carried

ACTION: Bank signatories agreed to attend the Charlestown Greater Bank branch to confirm updated signatories, Friday 4 November, 2pm.

3. End of year celebration

Seeking feedback on celebration idea: Sunday 4 December, 1-3pm

Cardiff Area SNG have their Waste Free Christmas workshop booked in for 10am-1pm at Ulinga Hall, Cardiff. We thought it would be nice to put on a social lunch for the Sustainable Neighbourhood network from 1-3pm.

Intention to have an opportunity for the whole Sustainable Neighbourhood network to come together to celebrate end of year, and enjoy a social event.

Likely a short welcome speech (Chair?), grab some lunch; quick updates from anyone who wants to tell us about their project or what their group is up to (4min max); and informal catch ups. Rachelle to arrange catering.

Noted that Steve and Mackenzie have an existing appointment that afternoon. Alternatives could include a breakfast event or picnic in Speers Point Park on alternate date.

ACTION: Rachelle to consider possible alternative dates, and go ahead and book something in.

4. Upcoming board meeting schedule

- **Wednesday 7 December, 6pm** - Propose focusing on an induction, how the new board wants to work together and celebratory snacks for the December board meeting.
Keep other meeting items to a minimum.
Invite Chris Harle and Andrew Bryant to attend
- **No January meeting**
- **Wednesday 1 February, 6pm** – First board meeting for 2023

PROJECT UPDATES, REPORT BACKS, UPCOMING EVENTS

5. Renewing Sustainable Neighbourhoods

General interest, but not great attendance for recent meetings, but trying a few strategies to encourage participation: phone calls, pop up stall, organising local Council events + upcoming Repair Cafe in Cameron Park.

Both groups focussed on developing SNAPs, and establishing governance and group culture.

6. Repair Café

Upcoming events:

- Repair Café & Tool sharpening workshop, Cardiff, 6 Nov. Volunteers welcome!
- Repair Cafe, Cameron Park 3 December

7. ReLeaf

- New greening project / verge garden proposal from Valentine SNG. Progressing relatively quickly for approvals through Council. Rachelle assisting to prepare risk management plan, and will forward project plan and risk assessment to board for review when available.
- Ongoing maintenance at Blackalls Park and Styles Point. Noted with disappointment some vandalism at the Blackalls Park site.
- Tree Trail at the MAC. Website content finalised and ready for feedback. Brochure and signage in progress. [Launch event](#) preparation underway for 12 November. Congratulations to Robyn for huge amount of research and administrative work to get the trail ready for launch.
- Proposal for saltmarsh rehabilitation at one of the Styles Point sites. Working with Council and OzFish to confirm project plan and seek additional funding.

- Proposal from Deb Arthurs, Redhead SNG, possible bush regen / greening project. Robyn plans to follow up with her late November.
- ReLeaf raffle going well. \$695 in ticket sales to 31 Oct.
- Tiny forest
 - Application submitted for Council donation. For consideration at Council meeting 28 Nov.
 - Waiting for Council feedback on the draft concept design and ongoing project management and approval requirements. Aiming to complete earthworks in February.
 - EarthWatch citizen science possible train the trainer workshops week of 28 November, and complete baseline studies.
 - [Community info session webinar](#) scheduled for 16 November.
 - One response to community consultation, unhappy about potential loss of views. Have offered to meet with her, but no further correspondence to date.

8. Toronto Area – Waste and recycling

TASNG has discussed doing another fast food litter campaign and also a focus on problems with waste and recycling at Costco, Argenton in 2023. This is an extension of our recent Car boot sale to pass on used products and our graffiti campaign meeting on November 9, 5.30pm, Toronto Hub. There is scope here for lake-wide projects.

Noted approximately 50 sellers and public attendance at Saturday's Car Boot Sale.

The meeting discussed involvement in 2023 Plastic Free July regarding fast food deliveries, overpackaging at Costco and online deliveries. Discussion also covered strategies to focus SN efforts around waste management issues and what Councils and others' roles were, seeking the best way for SN to make an impact in this space. Raised idea of seeking a workshop style event with relevant Council staff.

9. RISK ASSESSMENTS AND REQUESTS

- Cardiff Area – Tool sharpening workshop, 6 December. Circulated and approved via email.
- Greater Charlestown – Car Boot Sale, 3 December. Just waiting for comments from group, and will circulate to board when available.

10. TREASURER'S REPORT

Jean presented the October Treasurer's Report – see attached.

Moved: Jean

Seconded: Steve

Carried.

11. PREVIOUS MEETING MINUTES

October meeting minutes were circulated via email.

Resolution: Confirm that the previous meeting minutes, dated 5 October 2022, are an accurate record.

Moved: Steve

Seconded Gab. Carried

CORRESPONDENCE

6 October - 1 November 2022

- Electric Vehicle information session – follow up information received from Council
- Alliance AGM invitation – sent to all members
- Open letter on Vales Point Sale from Hunter Community Environment Centre – forwarded to SN Key Contacts
- Tiny Forest update sent to Lake Mac Councillors
- Request for current membership registers – sent to SN Key Contacts
- Sustainable Neighbourhood News, October 2022

NEXT MEETING:

Wednesday 7 December, 6pm

Meeting closed 8.08pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

**ORDINARY MEETING
TREASURER'S REPORT**

1 October - 31 October 2022



Account 724181724 with Greater Bank, Charlestown Branch.

Balance **\$ 35,770.44 CR**

RECEIPTS

04 Oct 2022	EFT Dep STRIPE/STRIPE RfvOCvCxN59	\$ 50.00
04 Oct 2022	Cash Dep Toronto	195.00
04 Oct 2022	Coin Deo Toronto	201.75
06 Oct 2022	EFT LMCC 12798 - WB SNG Nature Play	1,300.00
10 Oct 2022	Cash Dep Toronto	160.00
17 Oct 2022	EFT M. Colquhoun Tiny Forest ReLeaf LM	120.00
17 Oct 2022	EFT M. Colquhoun Tiny Forest ReLeaf LM	50.00
18 Oct 2022	EFT Dep STRIPE/STRIPE Ae2CWtPXM8E	25.00
20 Oct 2022	EFT Dep STRIPE/STRIPE bnTIMsHi7wA	15.00
25 Oct 2022	EFT Dep STRIPE/STRIPE OmQUWpXvvLq	60.00
26 Oct 2022	EFT Dep STRIPE/STRIPE 027YuYxbXrO	30.00
31 Oct 2022	EFT Dep STRIPE/STRIPE uYbECbHyXN8	115.00

Total Income **\$ 2,321.75**

EXPENDITURE

10 Oct 2022	WDL Thpar ref 13201460 GBS Mobile Ref 954285318 Trees in Ncle	\$ 2,376.00
11 Oct 2022	WDL Thpar ref 10581764 Inv 0024863 014-245 450666109 Fresh Promotions PL	660.00
19 Oct 2022	BPay Wdl ref 57064073 LMCC CrN 03338571 Mobile Banking	253.00
19 Oct 2022	Wdl Thpar 21465414 GBS Mobile Repair Café 650-000 532644608 Upcycle Ncle	46.00
20 Oct 2022	Wdl Thpar Mobile Bnk Tfr to 637-000 722005767 Wbay SNG Nature Play	1,300.00

Total Expenditure **\$ 4,635.00**

BALANCE **\$ 33,457.19 CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 October to 31 October, 2022.

Signed _____

Name Jean McGarry

Title	Hon Treasurer
Date	2 November, 2022.