

Minutes of Planning Meeting held on Saturday, 22 November 2014

1. Meeting commenced at 10.10am.
 - Introductions, attendees, apologies
 - Attendees: Frank Ondrus, Kerry Kruger & Shawn Dang
 - Apologies: Miriam Sharp, Charmaine Atkinson, Joy van der Wyk & David Shipp
 - Proxy votes: Proxy votes from David Shipp held by Frank Ondrus
2. Correspondence – incoming
 - Survey requests from SEQ Catchments and National Landcare (re: Condamine Catchment & NRM Groups)
 - Invitation to Condamine Alliance (CA) information session on NRM Plan
3. Correspondence – outgoing
 - Submission of surveys (as above)
 - Attendance at CA event and online feedback
4. General business
 - Advertising in newsletter would be \$30 + GST per edition for business card size advertisement, or \$300 plus GST for 12 editions.
 - The LOGO T-shirt competition extended to 31 January 2015
 - Establish a mailing list of potential sponsors and convert sponsorship letter to mail merge document
 - National membership campaign:
 - a. Expand and strengthen national network
 - b. Encourage existing members and supporters to actively promote HOPE to family, friends, colleagues
 - c. Seek new partnerships/alliances – international, national, state and local/regional
 - d. Recruit issue campaigners/spokespeople from key groups and/or individuals
5. Composite equipment grant – finalise equipment requirements and obtain quotes, e.g. desktop computer and colour printer for Secretary
6. Planned and proposed projects for 2015 → *Frank will redraft the sequence of projects HOPE will support/be involved in and add explanatory notes*
7. Business plan → *Executive will meet on 10 January 2015 to discuss the key elements to be included in this document. All committee members and interested parties will be invited to add to this exercise.*
8. Christmas party to be held in December at Newtown Hotel – *invitation to be sent out*
9. Next meeting → *10 January 2015, 10am at 22 Vacy St, Toowoomba*
10. Meeting closed at 11.50am.