



Householders' Options to Protect the Environment Inc.

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Minutes of Ordinary Meeting held on Saturday, 13 February 2016

(Last updated – 15 February 2016 – compiled from notes taken by Frank, Charmaine & Kerry)

Venue: HOPE office, 22 Vacy St, Toowoomba

Time: 10.00am

1. Introductions, attendees, apologies and morning tea
 - a. Attendees: Frank Ondrus, Steve Cupitt, Dan Cannan, Charmaine Turnbull, Joanne Galea and Kerry Kruger (arrived at 10.55am)
 - b. Apologies: Joy van der Wyk, Mary McLean, David Shipp and John McVeigh
 - c. Proxy votes: Nil
2. Declaration(s) of Conflict
 - Steve Cupitt – Director of Crossroads Rural & Environmental re: 2nd Landcare project
 - Joanne Galea – Director of Designs for Creation re: Building Biology workshop proposal
- 3a. Confirmation of minutes from Ordinary Meeting of 14 November 2015
→ *Moved Steve, seconded by Frank and agreed by all*
- 3b. Business arising - Nil
→ Comment on some items will be dealt with in general business
- 4a. Correspondence – incoming
Steady stream of daily e: mail correspondence – junk mail jettisoned; other correspondence vetted and on-forwarded to - specific office bearers; other key stakeholders; media; and the occasional global email to members & supporters.
 - Healthy & Sustainable Home workshop offer – Joanne Galea
 - International Association of Public Participation (Australia) aims “to promote and improve the practice of public participation or community engagement, incorporating individuals, governments, institutions and other entities that affect the public interest.”
 - Possible federal funding sources –National Stronger Regions Fund & Regional Development Australia
 - Literature received for Ipswich Plant Expo (IPE) - 2,000 Green Harvest catalogues, 1,000 IPE flyers and 300 compost tumbler flyers
 - Planet Ark “Environmental Action Planners” for Councils, Businesses and Schools → *distributed by email to all & sundry*
 - Green Army information kit → *Conservation Volunteers Australia (CVA) willing to visit Toowoomba to discuss potential local projects. Invite Friends of the Escarpment Parks and Toowoomba Landcare Group to meeting*
 - Invitation to QCC’s Environmental Roundtable meetings 21-24 March 2016 in Brisbane
 - Letter from Qld Government advising that our GCBF Round 86 funding application was unsuccessful
 - Quote from Brian Sams, Wattleree Horticultural Services, to facilitate an Introduction to Organic Gardening workshop

4b. Correspondence –outgoing

- See email & hard-copy folders
- to be tabled at meeting

4c. Business arising from correspondence

→ *Comment on some items will be dealt with in general business*

5. Reports

- President's Report
 - A busy and productive 3 months. A big thanks to executive team and admin volunteers for their efforts and achievements
- Office Manager's Report – see Summary of Office Updates for past 3 months with highlights being:
 - 13/11/15 - 1st Landcare Project approved and funded by Condamine Alliance; new HOPE logos for volunteer polos approved; and a funding application for 40 volunteer polos submitted to 2015 Volunteer Grant's program
 - 16/11/15 – Steve Cupitt, Crossroads Rural & Environmental, guest speaker at AGM; and election of office bearers for 2015-2016
 - 1st Ordinary Meeting of 2015-16 – still awaiting outcome of GCBF Round 86 funding application; Corporate Sponsorship exercise progressing well; and membership to LinkedIn
 - 27/11/15 – Christmas social on 1 December well attended; un-filled admin positions advertised on Seek Volunteer website; and a donation of 4 tables, 10 chairs and 10 laundry baskets (to be used for prize hampers) received from Bunnings Warehouse Toowoomba
 - 11/12/15 – Dan Cannan has volunteered to be our Website Administrator; and we received a \$5,000 private donation
 - 02/01/16 – St Vincent de Paul's Warwick have asked our help to run an appeal for unwanted gardening tools and equipment
 - 15/01/16 – Issued media release promoting "Helping our backyard habitats"
 - 26/01/16 – Jingyi Sun-Miller has volunteered to be our Newsletter Editor; and 2nd Landcare Project submitted to, and will be approved by, Condamine Alliance
 - 06/02/16 – Letter received from Qld state government advising is that our GCBF funding application was unsuccessful; Stewart Mulligan, our media officer, has stepped down; grants available from Toowoomba Regional Council (TRC); need to re-visit potential workshop program for 2016; possible 3rd Landcare project to encourage youth participation in caring for the environment by volunteering with local/regional groups
- Treasurer's Report
 - Opening balance as at 31 Oct 2015 = \$1,120.86
 - Received private donation of \$5,000
 - Funding for 1st Landcare Project of \$3,300 received and then paid out straight away to consultant
 - Closing balance as at 31 January 2016 = \$5,365.06

→ *Moved by Frank, seconded by Charmaine and agreed by all*
- Other reports
 - Review & maintenance of website – Dan Cannan
 - Improve ranking of our website – Stephen Warburton
 - Facebook & Twitter accounts gaining popularity – Charmaine Turnbull

6. General business

- Updates on...

- GCBF Round 86 funding application for replacement & new computer, office & display equipment (13/8/15) → *Unsuccessful. Obtain fresh quotes and submit application to Round 88 by 29 February 2016*
 - Healthy & Sustainable Home Workshop offer from Joanne Galea, Designs for Creation
Motion: To accept Joanne's offer of facilitating a workshop; and to seek funding from Toowoomba Regional Council's (TRC) Environment Grants Program → Moved Steve, seconded by Charmaine and agreed by all
 - 1st Landcare project "Helping Our Properties Environment" – improving habitat for wildlife – Steve Cupitt → *5 properties signed up. Condamine Alliance very pleased with outcome of this trial project*
 - 2nd Landcare project (expanded version of 1st project)– Steve Cupitt → *Stage 1 comprises 2 information workshops (20/2 and 5/3); and stage 2 being property registrations and assessments*
 - 3rd Landcare project promoting Landcare Australia's *Youth Engagement in Landcare* initiative consists of giving lunch-time talk to secondary schools students, followed by participating in one or more field trips and/or volunteering with local/regional groups
 - 2015 Volunteer Grants program – Polo shirts for volunteers (17/11/15) → *Results not know until May 2016*
 - Corporate Sponsorship exercise (ongoing) → *\$5,000 private donation received; some businesses have community grants program; and some of the smaller businesses have donation goods for our Multi-Draw Raffle*
 - Ipswich Plant Expo, 12-13 March 2016
 - Setup after 6pm on Friday 11 March or from 6am on Saturday 12 March – preference being Saturday morning
- *Motion: That we purchase 2 tents (as per quote from Tent World) and 10 volunteer polos from Scottch Embroidery. Moved Charmaine, seconded by Steve and agreed by all*

- Marketing of HOPE nationally – any ideas?

- Membership drive – any ideas?

- C/f - Proposed projects, events and activities

- Community Forums (on an ad-hoc basis)

- *Let's Talk About Consumption* - by AELA (Australian Earth Laws Alliance) – seek assistance from Andy Le Brocque & others at USQ to host the event
- *Effective Lobbying in the Not-for-profit Sector* – Former Parliamentary Members Association Qld and Healthy Options Australia
- Landcare/NRM subjects such as Pest Plants & Animals; Wildlife Friendly Backyards; Responsible Pet Ownership and the problems associated with feral cats & dogs
- What about a Green Army project in partnership with Friends of the Escarpment Parks?

- Other business - Nil

7. Next ordinary meeting – 11 June 2016

8. Meeting closed at 11.20am