



Householders' Options to Protect the Environment Inc.

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Think Globally. Act Locally!

Office Manager's quarterly report – as at 16 June 2018

(Last updated – 16 June 2018)

Significant office highlights:

- 10/02 Ordinary Meeting
- 10/02 U3A Toowoomba has accepted our 10week course on Sustainability proposal for Term 2 (23/04 – 22/06)
- 14/02 Issued email nationally re: Annual Fund-raising Appeal
- 16/02 Spoke at Cultural Diversity Network (CDN) meeting on UN Sustainable Development Goals and asked “what can we do in the Toowoomba region to promote SDGs?”
- 20/02 Applied for free associate membership to Condamine Catchment Management Assn (CCMA)
- 06/03 Attended community consultation on proposal to establish a new NRM body for South-West Qld
- 07/03 Trip to Brisbane to collect display literature, etc. from Queensland Conservation Council (QCC) and Val Catchpole (author of children's book “How Philippa met Harry”)
- 14/03 Central Queensland University (CQU) advised us that our ‘digital media’ proposal was not taken up by students. Our project will remain on file for consideration next year.
- 17/03 Andrew Nicholson delivered Sustainability Workshop**
- 24/03 Special General meeting to ratify corrections to Constitution as requested by Federal Dept of Environment
- 27/03 Attended “Unmanned Aerial Vehicle’s” workshop and demonstrations, 2nd 2 None Winery, Cutella
- 29/03 Attended DNRME workshop on “socio-economic and natural resource ‘landscape’ in Queensland as a result of investment in NRM over the past 15 years
- 31/03 Issued nationally an email promoting Birdlife Australia's call for “A New Generation of National Environmental Laws”
- 01/04 Issued nationally a media release promoting World Heritage Day, 18 Apr 2018
- 11/04 Attended Toowoomba Regional Council (TRC) workshop on Green Infrastructure Strategy for the region. For further information visit <http://www.tr.qld.gov.au/our-region/major-projects/planning-development/12539-green-infrastructure-strategy>
- 17/05 Met with representatives of Glennie (secondary) school “Environment Club” to offer our support to the group
- 27/05 Great day at LEAF 2018 with lots of literature taken and we raised \$325.20 in donations
- 02/06-13/06 Problems with MS Office s/w, Outlook comms connections, folders and address book. Problems resolved by Computer Troubleshooters (comms, folders) and Colmac Computers (address book)

Community Forums:

- 01/03 Community forum: “Important Honey Flora”, by Glen Tuck, Southern Beekeeper's Assn
- 08/05 Community forum: BirdLife Australia – “Act for Birds, Act for Nature” national roadshow campaign
- 22/05 Community forum: “How restoring soil balance can help restore our environment”, by Colin Johnson, Earthlife Pty Ltd

Submissions:

- 13/02 Submission to WA govt re: Proposed legislation to provide compensation to organic and conventional farmers impacted by contamination events by GM farmers (as per pro forma letter supplied)
- 13/02 Submission to Federal Govt re: Strategy for Nature 2018-2030. Thanks to Jacinta Saad for preparing our submission.
- 06/03 Submission to Qld Govt re: Nature Conservation (Special Wildlife Reserves) and Other Legislation Amendment Bill 2018. Thanks to Jacinta Saad for undertaking the review on behalf of HOPE.
- 17/03 Submission to Qld State Govt re Vegetation Management and Other Legislation Amendment Bill 2018.
- 21/03 Endorsed "open letter to federal parliamentarians" re Electoral Legislation Amendment (Electoral Funding and Disclosure Reform) Bill 2017, the Foreign Influence Transparency Scheme Bill 2017 and the National Security Legislation Amendment (Espionage and Foreign Interference) Bill 2017.

Grant applications:

- 19/02 Submitted online application to The Grants Hub for \$500 to cover fuel costs – **unsuccessful 31/05**
- 28/02 Submitted online funding application to the Qld Gambling Community Benefit Fund (GCBF) for a new computer with sufficient memory and hardware capabilities to properly run Windows 10 and MS Office 2016; and a new tv monitor to show environmental films, etc. from a portable hard drive.
- 05/03 Miriam and I submitted an online grant application to Ergon Energy for funding to provide 3 workshops on Creating Wildlife Friendly (Rural) Properties and Landscape Connectivity
- 06/03 Submitted funding application to Climate Action Network Australia (CANA) re Going Solar – On/Off Grid with Battery Storage information sessions – **unsuccessful 22/05**
- 08/03 Creating Wildlife Friendly Properties and Landscape Connectivity workshops – submitted grant applications to ~~Toowoomba Regional Council (TRC)~~ - **unsuccessful 26/04**, Ergon Energy and ~~Nexus~~ – **unsuccessful 31/05**
- 08/03 Using Drones to Survey Landscapes workshops/field trips – submitted grant applications to ~~TRC~~ – **unsuccessful 26/04** and Nexus

Account activity:

- 12/02 Received \$200 sponsorship from Computer Troubleshooters (Tmba)
- 21/02 Paid Andrew Nicholson's membership to U3A Toowoomba (cheque no. = 200644 for \$50)
- 22/02 Paid Telstra \$100 for Feb 2018 ph/internet charges, cheque no. = 200645, GST= \$9.09
- 08/03 Paid 1300WebPro \$475.75 for 2 pages of urgent website maint. --- Cheque no. 200646, GST = \$43.25
- 16/03 Received \$330 (GST = \$30) payment from Family Daycare Providers for Sustainability Workshop
- 20/03 Paid Andrew Nicholson \$330 (GST = \$30), cheque no = 200647, for facilitating Sustainability Workshop
- 21/03 Paid Bullfrog Communications \$77 (GST = \$7), cheque no = 200648, for writing of media release promoting HOPE nationally
- 18/04 Paid Wilsonton Lions Club for hire of Laurel Bank Park Hall \$180, cheque no = 200649
- 30/04 Paid U3A Toowoomba site fee of \$40 for 2018 Seniors Expo, cheque no = 200650
- 09/05 Banked \$94 donations from BirdLife Australia forum
- 16/05 Banked \$100 bond refund of LBPH hire
- 22/05 Paid VQ \$110 (GST = \$10) for HOPE's membership renewal, cheque no = 200651
- 28/05 Banked \$325.20 donations from LEAF 2018 event
- 08/06 Paid Colmac Computers \$66 (GST = \$6) initial payment, cheque no = 200652
- 13/06 Paid Colmac Computers \$330 (GST = \$30) final payment, cheque no = 200653
- 15/06 Paid Telstra \$100 (GST = \$9.09) for June ph/internet charges, cheque no = 200654
- 15/06 Paid Computer Troubleshooters \$198 (GST = \$18), cheque no = 200755

Office Updates compilation

15/02/2018

The computer monitor has been playing for quite some time now, so I didn't want to risk waiting until tomorrow morning before sending you this weekly Office Update.

The major items listed below are in some sort of chronological sequence – not importance-wise.

- 1) Attendance figures for the Ordinary Meeting of 10 February were looking good with 8 people confirming their presence. Unfortunately, on the day, there were 3 late apologies, 2 late arrivals and 1 no show.
- 2) Guest speaker MaryLou Gittens from Condamine Catchment Management Assn (CCMA) and Queensland Water and Land Carers (QWaLC) spoke about the roles and responsibilities of national, state and regional NRM/landcare agencies (see attached information sheet).
- 3) An offer of free Associate Membership to CCMA is available to HOPE. This membership will give us access to the CCMA network and its contacts database. **What do you think – should we join as a group Yes/No?**
- 4) Janine Brown handed over some interesting material from Volunteering Queensland (VQ) – especially, a guide on” How to enjoy being on a Committee/Board”. I have 3 copies of this document, so if you would like to have a read of this guide, please contact me by return email or phone 4639 2135 to arrange a suitable date & time to collect your copy.
- 5) Grants are available from Toowoomba Regional Council (TRC), Ergon Energy and Australian Ethical Investments. Is anyone available to help me in drafting some project applications for these funding bodies?
- 6) Great news! U3A Toowoomba has accepted our offer of a course on Sustainability for Term 2 of this year. Myself and Andrew Nicholson will co-tutor the course. As the principal tutor, I don't need to be a member of U3A, but Andrew as the 2IC does need to be a member of U3A as per their guidelines. Therefore, I recommend that HOPE pays Andrew's \$50 membership fee. **Have I your support on this matter – Yes/No?**
- 7) HOPE volunteer t-shirts – For those of you who do not yet have one of our t-shirts, please let me know of your size and I'll put a t-shirt aside for you. Likewise, for those of you who require a replacement t-shirt, please let me know asap.

Office highlights:

10/02/18 Ordinary Meeting - Poor attendance due to late apologies and several no shows. Not a good look to present to our guest speaker.

12/02/18 Received \$200 sponsorship from Computer Troubleshooters (Tmba)

13/02/18 Submission to WA govt re: Proposed legislation to provide compensation to organic and conventional farmers impacted by contamination events by GM farmers (as per pro forma letter supplied)

13/02/18 Submission to Federal Govt re: Strategy for Nature 2018-2030. Thanks to Jacinta Saad for preparing our submission.

14/02/18 Issued global email re: Annual Fund-raising Appeal

- Community Forum program
 - **Thu**, 1st March --- Glen Tuck, Southern Beekeeper's Assn – Important Honey Flora
 - ~~**Thu**, 5th April --- Bruce Lawrie --- Conservation in Africa~~
 - **Tue**, 22nd May --- Colin Johnson, Earthlife - How restoring soil balance can help restore our environment

23/02/2018

It has been quite a busy time here at the HOPE office with:

- face to face and over the phone interviews with potential volunteers;
- a meeting with Andrew to continue developing our 'sustainability' course for U3A Toowoomba;
- a meeting with Miriam to review our accounts and filing system; and
- a meeting with Steve to discuss potential 'landcare/NRM' projects for us to undertake this year.

Publicity for our 1st community forum has been distributed. And, I hope to see as many of you as possible on Thursday 1 March at the Toowoomba City Library to listen to Glen Tucker of the Southern Beekeepers Assn. Lastly, lots of work has been allocated out, but not much has been actioned. Please let me know how you are going with your allotted admin position and/or assigned tasks.

Office highlights:

- 16/02 Spoke at Cultural Diversity Network (CDN) meeting on UN Sustainable Development Goals and what we could do locally in the Toowoomba region
- 16/02 Received an invitation from Family Daycare providers to provide a workshop on sustainable living practices
- 17/02 Issued media release for Community Forum on "Important Honey Flora" being held on 1st March at Toowoomba City Library
- 18/02 Issued email/postal invitation to Community Forum (as noted above)
- 19/02 Received and actioned invitation to 2018 Logan Eco Action Festival (Sunday, 27 May 2018, 10am – 3pm)
- 19/02 Submitted online application to The Grants Hub for \$500 to cover fuel costs
- 20/02 Applied for associate membership to CCMA
- 20/02 Issued email promoting Earth Hour, 24 March 2018
- 20/02 Submitted online application to attend this year's Logan Eco Action Festival (LEAF), Sunday 27 May 2018
- 21/02 Paid Andrew Nicholson's membership to U3A Toowoomba so that he can co-tutor our Sustainability course during Term 2 (cheque no. = 200644 for \$50)
- 22/02 Paid Telstra \$100 for Feb 2018 ph/internet charges, cheque no. = 200645, GST= \$9.09

- Community Forum program
 - **Thu**, 1st March --- Glen Tucker, Southern Beekeeper's Assn – Important Honey Flora
 - **Tue**, 22nd May --- Colin Johnson, Earthlife - How restoring soil balance can help restore our environment

02/03/2018

- 27/02 We welcome new volunteer Hannah Simpson who has offered to edit our newsletter for the next 3 months (March – May). If Hannah does well, she will stay on for the year as our Newsletter Editor.
 - 28/02 I submitted an online funding application to the Qld Gambling Community Benefit Fund (GCBF) for a new computer with sufficient memory and hardware capabilities to properly run Windows 10 and MS Office 2016; and a new tv monitor to show environmental films, etc. from a portable hard drive.
 - 01/03 Our 1st community forum on "Important Honey Flora" was very informative with lots of examples of foliage, seeds and flowers. (8 people were in attendance. Thanks to Mr Glen Tucker of Southern Beekeepers Assn for his presentation.
 - 02/03 Issued e: information letter on availability of Nature Journaling workshops to schools, scouts and guides in the Toowoomba region
- Finally, Miriam and I will be meeting on Monday 5 March to finalise grant applications for a number of projects including Wildlife Friendly Properties and Landscape Connectivity workshops; and Going Solar – On/off Grid with Battery Storage information sessions.

09/03/2018

What a fantastic week of activity it has Miriam, Steve and I in preparing information and budgets for various projects requiring grant funding.

We have submitted funding applications for:

- Equipment: a new computer and tv monitor – to Gambling Community Benefit Fund (GCBF)
- Creating Wildlife Friendly Properties and Landscape Connectivity workshops – to Toowoomba Regional Council (TRC), Ergon Energy and Nexus
- Using Drones to Survey Landscapes workshops/field trips – to TRC and Nexus
- Going Solar – On/Off Grid with Battery Storage information sessions – to Climate Action Network Australia (CANA)

Other important items of business are noted below.

Office highlights:

- 04/03 Distributed March 2018 newsletter
- 05/03 Miriam and I submitted an online grant application to Ergon Energy for funding to provide 3 workshops on Creating Wildlife Friendly (Rural) Properties and Landscape Connectivity
- 06/03 Submission to Qld Govt re: Nature Conservation (Special Wildlife Reserves) and Other Legislation Amendment Bill 2018. Thanks to Jacinta Saad for undertaking the review on behalf of HOPE.
- 06/03 Attended community consultation on proposal to establish a new NRM body for South-West Qld
- 06/03 Submitted funding application to Climate Action Network Australia (CANA) re Going Solar – On/Off Grid with Battery Storage information sessions
- 07/03 Trip to Brisbane to collect display literature, etc. from Queensland Conservation Council (QCC) and Val Catchpoole (author of children's book "How Philippa met Harry")
- 08/03 Frank & Miriam submitted 2 grant applications to Toowoomba Regional Council (TRC)

Accounts:

- 08/03 Paid 1300WebPro \$475.75 for 2 pages of urgent website maint. --- Cheque no. 200646, GST = \$43.25

17/03/2018

Apart from illness and life's pressures impacting a few of us these past few weeks, we still seem to manage keeping up with the HOPE 'workload'.

A big thanks to Miriam for undertaking the review and corrections to our Constitution; and to Andrew for preparing a workshop presentation on 'education for sustainability principles'.

A Special General Meeting to ratify the above mentioned constitutional changes is being held on Saturday 24 March, 10am here at the HOPE office, 22 Vacy Street, Toowoomba.

I'd appreciate as many of you as possible attending this important, albeit brief, meeting.

On 14 March, we were advised by Central Queensland University (CQU) that HOPE's 'digital media' proposal was not taken up by students. Our project will remain on file for consideration next year.

Lastly, we submitted a response to Qld State Govt re Vegetation Management and Other Legislation Amendment Bill 2018.

30/03/2018

It has been an interesting couple of weeks for us.

The 'Special General Meeting' on Saturday 24 March went off smoothly with changes to our Constitution and Public Fund bank account name approved.

I have accepted an invitation to attend an Education Expo at Cobb & Co Museum on 18 April 2018. I shall take along some general environmental literature to hand out to attendees.

Other office highlights are noted below.

Enjoy the Easter break!

PS. Congratulations to Anjan and Kabari on the birth of the second child, daughter Aloka.

Likewise, congratulations to Jihau and Chong You on the birth of their first child, son Kevin.

We wish both families well.

Office highlights:

- 16/03 Received \$330 (GST = \$30) payment from Family Daycare Providers for Sustainability Workshop
- 17/03 Andrew Nicholson delivered Sustainability Workshop
- 20/03 Paid Andrew Nicholson \$330 (GST = \$30), cheque no = 200647, for facilitating Sustainability Workshop
- 21/03 Issued national media release promoting HOPE
- 21/03 Paid Bullfrog Communications \$77 (GST = \$7), cheque no = 200648, for writing of media release promoting HOPE nationally

- 21/03 Endorsed “open letter to federal parliamentarians” re Electoral Legislation Amendment (Electoral Funding and Disclosure Reform) Bill 2017, the Foreign Influence Transparency Scheme Bill 2017 and the National Security Legislation Amendment (Espionage and Foreign Interference) Bill 2017.
- 24/03 Special General meeting to ratify changes to constitution and change to Public Fund account name
- 27/03 Attended “Unmanned Aerial Vehicle’s” workshop and demonstrations, 2nd 2 None Winery, Cutella
- 29/03 Attended DNRME workshop on “socio-economic and natural resource ‘landscape’ in Queensland as a result of investment in NRM over the past 15 years

16/04/2018

The big news for us is Birdlife Australia’s willingness to visit Toowoomba as part of their national “Act for Birds, Act for Nature” roadshow.

The community forum will take place on Tuesday 8th May, 7pm-9pm at Laurel Bank Park Hall, Hill St, Toowoomba.

We’ll need a team of 6-8 volunteers to help with setting up the hall, staffing the registration and catering tables, recording the event – photos &/or short videos, and packing up of course.

Earlier this month, I on-forwarded several emails and I’m still waiting to hear back from some of you regarding those matters.

- 1) Request to endorse “Global Pledge on Cities and Climate Change” – Yes/No?
- 2) Invite to Crowdfunding workshop in Brisbane on 27th April)
- 3) Invite to QCC’s Digital Campaigning Webinar, 18th April) Is anyone interested and available to
- 4) Invite to QCC’s Member Network Gathering, 19th April) attend one of more of these?

Office highlights:

- 31/03 Issued nationally an email promoting Birdlife Australia’s call for “A New Generation of National Environmental Laws”
- 01/04 Issued nationally a media release promoting World Heritage Day, 18 Apr 2018
- 01/04 Issued e: newsletter for April 2018
- 09/04 Invitation to endorse “Global Pledge on Cities and Climate Change (as per email)
- 10/04 Birdlife Australia has accepted our invitation to come to Toowoomba on Tuesday 8 May
- 10/04 Invitation from QCC to 1) Digital Campaigning Webinar (18/04); and 2) Member Network Gathering (19/04)
- 10/04 Invitation to workshop on Crowdfunding (Brisbane, 27/04)
- 11/04 Received correspondence from Qld Dept of Natural resources, Mines and Energy inviting us to provide a submission on the draft Condamine and Balonne Water Plan, Water Management Protocol, Water Entitlement Notice and Statement of Intent.
- 11/04 Attended Toowoomba Regional Council (TRC) workshop on Green Infrastructure Strategy for the region. For further information visit <http://www.tr.qld.gov.au/our-region/major-projects/planning-development/12539-green-infrastructure-strategy>
- 13/04 Email ‘request for articles’ sent to a number of organisations and individuals – including Reverse Garbage and Green Harvest

17/05/18

The Glennie (secondary) School’s newly formed “Environment Club” is seeking HOPE’s support through the provision of advice, information and resources.

They are also interested in going some fund-raising for our group; as well as attending future community forums. They would also like to do some “hands on” activities such as tree planting, etc.

Consequently, I’ll let some of our local environment group contacts know of The Glennie Environment Club’s keenness to volunteer form the environment.

Lastly, please note that our next community forum about “Improving soil health” is ion Tuesday 22 May, 7-9pm at the Toowoomba City Library.

Office highlights:

- 14/0 Issued e: invitations to Places You Love Alliance member groups to join HOPE's Alliance/Partnership initiative.
- 16/05 Banked \$100 bond refund from hire of Laurel Bank Park Hall (8 May)

02/06/18

It's been another couple of busy weeks for the office with lots of "planning and preparation" work being done to organize the "Restoring Soil Health is Good for the Environment" community forum (22 May); attendance at Logan Eco Action Festival (LEAF) 2018 (27 May); and the upcoming quarterly Ordinary Meeting (16 June).

On the down side, three (3) of our funding applications were unsuccessful.

Firstly, the application to Climate Action Network Alliance to hold a series of "Going Solar – On/Off Grid with Battery Storage" information sessions was declined (22/05).

Secondly, the application to The Grants Hub's Volunteer Support Grant program was declined (30 May).

Thirdly, our application to Nexus was unsuccessful (31 May).

Also disappointing was the low attendance at our community forum on 22 May. That's two (2) poor attendances in a row for our Toowoomba City Library events.

On the plus side, we had a very successful time at the Logan Eco Action Festival (27 May) with lots of literature taken, a good level of enquiries; and we made \$325.20 in donations. A BIG thanks to Caitlin Row, Logan City Council, for inviting us to the event; and for organizing such a great event.

Thanks also to our environment colleagues who provided literature and promotional items for our display.

Thanks to Miriam for providing the transport on the day; and to both Miriam and Heather for their support and help on the day.

We have received an invitation to provide an information display at the Peaks to Points Festival on Sunday 15 July at Oxley Creek Common, 46 Sherwood Rd, Rocklea. This matter will be discussed at the Ordinary Meeting on 16 June.

Office highlights:

- 19/05 Submitted QWaLC event questionnaire on recently held community forum featuring BirdLife Australia (8 May)
- 22/05 Advised by email that our CANA application was unsuccessful
- 22/05 Community Forum: Improving soil health is good for the environment
- 22/05 Paid Volunteering Queensland (VQ) \$110 (GST = \$10) for renewal of membership for 2018-2019 (cheque no. = 200651)
- 27/05 Logan Eco Action Festival (LEAF) 2018 was an outstanding success for the organiser's and for HOPE itself. We distributed lots of literature, had a good level of enquiry and made \$325.20 in donations.
- 30/05 Issued nationally an email promoting BirdLife Australia's petition
- 30/05 Advised by email that our application to The Grants Hub was unsuccessful
- 31/05 Advised by email and letter that our application to Nexus was unsuccessful

14/06/18

The MS Office 2016 software started playing up on 2 June and problems associated with Outlook in particular were not resolved satisfactorily by Computer Troubleshooters (5-7 June). The HOPE email folders of information are okay, but the email address book is corrupted.

I'm still waiting on their invoice.

I then took the computer to Colmac Computers to retrieve/reconstitute our email address book (8-13 June). The email address book is at early 2017, so I'll have to re-do the past 14 months of maintenance – additions, changes and /or deletions.

Their invoice was for \$396.

I'll have to spend some time reviewing the Membership Database maintenance activities to see what needs to be added/changed/deleted.

Regards,

A very frustrated, but relieved person.

PS. Our quarterly Ordinary Meeting is this Saturday, 16 June, commencing at 10am at the HOPE office, 22 Vacy St., Toowoomba.

Accounts paid:

08/06 Initial payment of \$66 (cheque no. = 200652, GST = \$6) to Colmac Computers

13/06 Final payment of \$330 (cheque no. = 200653, GST = \$30) to Colmac Computers