

## 2021-2022 – 3.1 - Office Manager's Quarterly Report for 11 June 2022 meeting

(Last updated – 11 June 2022)

### Summary of key items from sub-headings below:

- The need to recruit replacement local committee members and volunteers in general
- 4 Newsletters produced;
- 13 Media Releases issued
- 4 Feature Articles circulated
- Grant to cover volunteer fuel cost received from Federal Government

### Significant office highlights:

- 04/03 Attended "ZOOM" meeting on review of latest IPCC report -- Part 2: Key risks and adaptation responses
- 18/03 Issued nationally Summary of "International offsets review by Climate Change Authority" prepared by Anna Kula
- 23/03 Attended ZOOM webinar on Electrify Everything by Saul Griffith
- 30/03 Attended CCMA (Condamine Catchment Management Association) meeting in Clifton, Qld
- 06/04 Circulated nationally Enews Bulletin 2022 #04 -- April 2022
- 06/04 USQ's student mentoring program – mentee is Kelly who is undertaking a Bachelor of Science
- 28/04 USQ mentee now unavailable (due to family commitments). Will seek another mentee in Semester 2.
- 07/04 Attended Places You Love (PYL) Alliance ZOOM meeting re: Promoting "A New Generation of National Environmental Laws" report
- 11/04 Investigate pro bono assistance with Google Ads grant scheme – via Shelley and Charles (both in the Philippines)
- 26/04 Steve Cupitt, our Vice-President, is on extended leave due to mental health issues. Please respect his privacy and refrain from contacting him until he's ready to re-join us.
- 30/04 Anna Kula has volunteered to assist with Secretarial duties until a permanent replacement for Kerry Kruger can be found.
- 30/04 Issued emails to HOPE Management Committee and Admin Support Team on:
- Seeking suggestions for Community Appeal projects
  - Help sought in promoting our Social Media (SM) links to your networks
  - Exploring issues/campaigns to promote in 2022 – be they international, national, Qld-wide or Toowoomba region
  - Should we take a gamble and subscribe to Pro Bono Australia?
- 01/05 Circulated nationally Enews Bulletin 2022 #05.1. --- May 2022
- 06/05 Promoted the voluntary Management Committee positions of Secretary and Treasurer on Volunteering Queensland's website.
- 09/05 Attended CSIRO ZOOM webinar re: Ending Plastic Waste Mission
- 09/05 Steve Cupitt, our long-time Vice-President (VP), has resigned.
- 14/05 Andrew Nicholson has volunteered to be Acting VP until the AGM in November
- 11/05 Attended 'The Next Economy's' ZOOM webinar re: What Regions Need On The Path To Net Zero
- 14/05 Wrote to CANA re: Permission to use their website's Privacy statement as a framework to develop a similar statement for our website
- 14/05 Wrote to SQ Landscapes re: Permission to use their website's Terms & Conditions statement as a framework to develop a similar statement for our website
- 19/05 On Thursday 19 May I attended a Toowoomba Community Development Network (CDN) meeting where I spoke on 2 potential 'social justice' initiatives for their consideration.
1. Gardening options for renters  
For many years now, we have been aware that people renting houses are usually not allowed to dig their own gardens. This is especially for migrants you would like to grow their traditional vegetables and herbs. Some possible solutions include increasing the number of 'community gardens' (<https://www.communitygarden.org.au>) within Toowoomba and around the region; encourage farmers to support the Mulberry Project (<https://www.facebook.com/themulberryproject.qld>); and invite residents with under-utilised backyards to make their property available to selected migrant renters. If the Toowoomba International Multicultural Society (TIMS) and/or member groups would be interested in exploring this proposal further, I would be pleased to meet with them.
  2. Community Appeals  
Over the years, HOPE has successfully run a number of community appeals in the Toowoomba region. We would be pleased to offer our support in helping local cultural groups manage such an appeal. For example, a newly migrant family may have accommodation but still requires a variety of household goods from furniture to linen for the bedrooms and bathroom, to toys and sporting goods for the children. We would be pleased to help promote the appeal and collect the goods.

→ If there is sufficient interest from several cultural groups, then we'll form working groups to advance these initiatives.

- 19/05 I've been liaising with both Toowoomba Men's Sheds regarding the building of made to order nest boxes. And, I'm pleased to announce that the Toowoomba West Men's Shed (TWMS) has agreed to undertake this exercise.
- 20/05 With Miriam's change of work/study circumstances, she has agreed to continue on as Treasurer.
- 20/05 A letter of appreciation sent to all our volunteers, members and supporters
- 24/05 Issued Meeting Notice and Agenda – 3rd Ordinary Meeting – Saturday, 11 June 2022
- 25/05 Privacy Policy and Terms & Conditions statement to website. Also, the website security has been enhanced with the inclusion of an SSL (Secure Sockets Layer) Certificate.
- 27/05 Attended HPA (High Performance Architecture) UNSW Built Environment webinar re: Urban Overheating - Recent Progress on Mitigation Technologies
- 27/05 Completed online survey from Volunteering Australia re: Working on the National Strategy for Volunteering
- 28/05 Edited several volunteer position descriptions on Volunteering Queensland's website
- 01/06 Issued ZOOM details -- Meeting Notice and Agenda – 3rd Ordinary Meeting – Saturday, 11 June 2022
- 01/06 Issued nationally Enews Bulletin 2022 #06.1 --- June 2022
- 03/06 Undertake 2 drone fly-overs: Allora Landcare Group's *Allora Mountain Fauna and Flora Reserve*; and land-owners SH & MLD Gittins, Goomburra. A special thanks to Meg Kummerow who volunteered her time to fly the drone for us.
- 04/06 Attended Amaroo Environmental Education Centre's (AEEC) launch of the "Environmental Sensory Trail".

### Feature articles:

- 19/04 Issued nationally "Review of IPCC Biodiversity and Climate Change Workshop Report", by Amandeep Kaur - HOPE researcher NSW
- 01/05 Issued brief by Andrew Nicholson entitled "HOPE on the Federal Election 2022 - notification of some more objective forms of Australian based political evaluation"
- 10/05 Circulated nationally "Review of the Australian Community Landcare Futures framework", by Anna Kula
- 16/05 Issued nationally an Overview and Critique of "A New Generation of National Environmental Laws", by Stephen Law

### Volunteer movement:

- 01/04 Welcome new volunteer: Olivia Ustariz - Qld (04/03), Gabrielle Simpson - NSW (14/03), 01/04
- 01/04 Welcome new research volunteers - Stephanie Jessiman (Qld), Gary Annat (Vic), Bimal Khatiwada (Qld), Aaron Mocciano (Vic) and Shaline Punyavantula (NSW)
- 09/04 Welcome new researchers – Stephen Law (NSW), Thao Nguyen (NSW) and Brianna Mariano (Vic)
- 04/05 Welcome new researchers Frank Lee (NSW) and Mert Kul (Vic)
- 20/05 Welcome new volunteer researchers – Freya Ma (ACT), Bruna Miranda (Qld)
- 22/05 Deleted lapsed volunteers from list - Talei Caucau, Claire-Marie Pepper

### Media Releases:

- 05/03 Issued nationally Press Release from MRA Consulting re Circular Economy (20/1/2022)
- 05/03 Radio interview with 4BH re Clean Up Australia Day (and the situation with flood damage along the east coast)
- 06/03 Issued nationally Media Release re Australian Living Labs Innovation Networks, by Olivia Ustariz
- 07/03 Issued nationally Media Release re Membership-Volunteer Drive, by Olivia Ustariz
- 08/03 Issued nationally Media Release re Australian Heritage Festival, 1 April – 31 May 2022, by Jason Dingley
- 10/03 Issued nationally Media Release re Partner with HOPE to empower sustainable living today! by Olivia Ustariz
- 16/03 Issued nationally Media Release re National Ride to School Day, 25 March 2022
- 26/03 Issued nationally Media Release re Food Security, by Olivia Ustariz
- 10/04 Issued nationally MR re: Call for A National Policy on Climate (written by Olivia Ustariz – HOPE media officer Qld)
- 18/04 Issued nationally MR -- Re: International Compost Awareness Week, 1st – 7th May 2022
- 23/04 Interviewed on Radio 88.3 Southern FM re: International Compost Awareness Week, 1-7 May 2022
- 11/05 Issued nationally media release re: UN World Food Safety Day – 7 June 2022, by Jason Dingley
- 12/05 Issued nationally media release re: Supporting the Next Economy's Report, by Mert Kul
- 20/05 Issued nationally media release -- Re: Voting for Disaster Resilient Regions at the Federal Election, written by Mert Kul
- 29/05 Issued nationally media release re: World Day to Combat Desertification and Drought, 17 June 2022

### Grant applications:

- 16/05 Unsuccessful grant application to Queensland Community Foundation (QCF). So, we'll need to look again for suitable funding for our "How to Live Sustainably and Chemical-Free" booklet project

## Submissions:

Nil

## Account's activity:

13/04 Purchased toner cartridge (cheque no. 200733 for \$234 with GST \$21.27  
31/05 Paid Colmac Computers for S/w support – cheque no. 200734 for \$40.00 with GST = \$3.64  
01/06 Paid Volunteering Queensland re Membership Renewal – cheque no. 200735 for \$110 with GST = \$10.00  
02/06 Paid CLEVVI re Website additions – cheque no. 200736 for \$85.25 with GST = \$7.75  
02/06 Paid CLEVVI re Annual Hosting of website – cheque no. 200737 for \$693.00 with GST = \$63.00

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## Office Updates compilation

### 22/03/2022

As my health improves, I'm able to do more office work; attend webinars and ZOOM meetings; and start visiting potential allies.

In fact, I'll be attending the Condamine Catchment Management Association (CCMA) on 30 March to canvas landcare groups re our offer of free drone fly-overs.

On the down-side, some of our long-term members and supporters have 'pulled back' due to many factors (including covid-19; loss of employment; and mental health issues).

This has meant that the list of outstanding assignments and the backlog of potential tasks has grown substantially.

Therefore, I would appreciate your help in promoting HOPE to your personal and professional networks with the aim of attracting more members, supporters and volunteers.

Lastly, I've submitted a grant application to the Australian Communities Foundation for our Waste Minimisation brochure project. Fingers crossed, we fair better this time!

### Office highlights:

04/03 Welcome new volunteer media officer – Olivia Ustariz (Qld)  
04/03 Attended "ZOOM" meeting on review of latest IPCC report -- Part 2: Key risks and adaptation responses  
05/03 Issued nationally Press Release from MRA Consulting re Circular Economy (20/1/2022)  
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### 06/04/2022

I have several items to report.

Firstly, I will shortly be mentoring Kelly, a student from USQ, who is undertaking a Bachelor of Science.

Secondly, Shelley has volunteered to coordinate promotion of HOPE via 'free' Google Ads service.

Thirdly, as soon as the Australian Federal Election is called, we will be issuing a media release (MR) calling on ALL candidates to support the adoption of a National Policy on Climate. This MR was prepared by Olivia Ustariz.

Fourthly, the latest IPCC report is available at [AR6 Climate Change 2022: Mitigation of Climate Change — IPCC](#).

Lastly, the April edition of our newsletter is focused on climate related issues; and will be issued later today. A big thanks to article contributors and Daniela for compiling this special edition.

### Office highlights:

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26/03 Issued nationally Media Release re Food Security, by Olivia Ustariz  
30/03 Attended CCMA (Condamine Catchment Management Association) meeting in Clifton, Qld  
01/04 Welcome new research volunteers Stephanie Jessiman (Qld), Gary Annat (Vic), Bimal Khatiwada (Qld), Aaron Mocciano (Vic) and Shaline Punyavantula (NSW)

## 20/04/2022

With recent departures of a number of volunteer researchers, the backlog of 'tasks' just isn't diminishing.

Therefore, I ask those of you with outstanding assignments to endeavour to complete them as soon as you can, so that I can start allocating news assignments.

Our 3 new volunteers Stephen, Thao and Brianna have already been assigned tasks.

Regards,

Frank Ondrus, President and Office Manager – HOPE Inc., ph. 07 4639 2135

[www.hopeaustralia.org.au](http://www.hopeaustralia.org.au)

### Office highlights:

06/04 Issued April 2022 e: newsletter

07/04 Attended Places You Love (PYL) Alliance ZOOM meeting re: Promoting "A New Generation of National Environmental Laws" report

09/04 Welcome new researchers – Stephen Law (NSW), Thao Nguyen (NSW) and Brianna Mariano (Vic)

10/04 Issued nationally MR re: Call for A National Policy on Climate (written by Olivia Ustariz – HOPE media officer Qld)

11/04 Investigate pro bono assistance with Google Ads grant scheme

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19/04 Issued nationally "Review of IPCC Biodiversity and Climate Change Workshop Report", by Amandeep Kaur - HOPE researcher NSW

## 28/04/2022

As part of our quest to access Google Ads Grant feature, we need to make our website more secure – by applying Secure Sockets Layer (SSL) is a security protocol that provides privacy, authentication, and integrity to Internet communications.

We also need to add "Privacy Policy" and "Terms and Conditions" statements.

Once the above is done, we should be able to complete the Google Ads Grant application.

We should then receive a FREE monthly allowance of ads – which will be used to promote HOPE and its activities.

On a sad note, Steve Cupitt our Vice-President is on extended leave due to mental health issues. Please respect his privacy and refrain from contacting him until he's ready to re-join us.

Lastly, we still need to recruit fulltime replacements for the positions of Secretary and Treasurer. So, if you know someone 'experienced' in either of these roles and you think that they may be interested in helping us out, please ask them to contact me on 07 4639 2135 or email [office@hopeaustralia.org.au](mailto:office@hopeaustralia.org.au) .

### Office highlights:

23/04 Interviewed on Radio 88.3 Southern FM re: International Compost Awareness Week, 1-7 May 2022

26/04 Steve Cupitt, our Vice-President, is on extended leave due to mental health issues. Please respect his privacy and refrain from contacting him until he's ready to re-join us.

## 08/05/2022

As Office Manager, I am responsible for interviewing prospective volunteers; and assigning tasks to successful applicants.

In the initial interview, I usually provide a brief history of HOPE and its major achievements; make reference to our Charter and motto of "Think Globally, Act Locally"; as well noting some of the major issues we are pursuing.

Of late, I've also been recounting how the "Age of Man – the Anthropocene Era" is the root of our major environmental problems – and, so, we should be focusing on treating the root causes of these problems and not merely treating the symptoms.

As members of the Management Committee and Admin Support Team are all volunteers, I know how difficult it is to find the time and energy to pursue these voluntary assignments – but, we certainly do appreciate the efforts that you are able to provide. Thank you, one and all.

Lastly, Anna Kula has volunteered to be acting Secretary until our next AGM.

Anna's appointment will be ratified at our quarterly Ordinary Meeting on Saturday 11<sup>th</sup> June.

See you there!

### Office highlights:

28/04 USQ mentee now unavailable (due to family commitments). Will seek another mentee in Semester 2.

30/04 Anna Kula has volunteered to assist with Secretarial duties until a permanent replacement for Kerry Kruger can be found.

30/04 Issued emails to HOPE Management Committee and Admin Support Team on:

- Seeking suggestions for Community Appeal projects

- Help sought in promoting our Social Media (SM) links to your networks
- Exploring issues/campaigns to promote in 2022 – be they international, national, Qld-wide or Toowoomba region
- Should we take a gamble and subscribe to Pro Bono Australia?

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01/05 Issued brief by Andrew Nicholson entitled “HOPE on the Federal Election 2022 - notification of some more objective forms of Australian based political evaluation”

04/05 Welcome new researchers Frank Lee (NSW) and Mert Kul (Vic)

06/05 Promoted the voluntary Management Committee positions of Secretary and Treasurer on Volunteering Queensland’s website.

## 15/05/2022

“It never rains, but it pours” seems to be a pertinent saying at the moment.

Steve Cupitt, our long-time Vice-President (VP), has resigned effective 9 May 2022.

“Every cloud has a silver lining” is another apt saying – with Andrew Nicholson volunteering to take on the role of Acting VP until our AGM in November.

Miriam Sharp is still wanting to step down as Treasurer, so this November we will need to find members willing to fulfill the roles of VP, Secretary and Treasurer.

So, I’d appreciate your help in trying to recruit suitable people for these positions.

### Office highlights:

09/05 Attended CSIRO ZOOM webinar re: Ending Plastic Waste Mission

09/05 Steve Cupitt has submitted his resignation effective immediately.

➔ Response letter sent to Steve on 13/05/22

10/05 Circulated nationally “Review of the Australian Community Landcare Futures framework”, by Anna Kula

11/05 Insufficient feedback/support for registering with pro Bono Australia

11/05 Issued nationally media release re: UN World Food Safety Day – 7 June 2022, by Jason Dingley

11/05 Attended ‘The Next Economy’s” ZOOM webinar re: What Regions Need On The Path To Net Zero

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14/05 Andrew Nicholson has volunteered to be Acting Vice-President (until our AGM is held in November)

## 20/05/2022

With Miriam’s change of work/study circumstances, she has agreed to continue on as Treasurer.

That now gives us a stable Management Committee until our Annual General Meeting (AGM) in November.

Our ‘Admin Support Team’ has grown substantially with the addition of many volunteer researchers – however, several of you are yet to contribute articles, etc.

So, If your circumstances have changed and you are no longer able to devote time and energy to volunteering with us, please say so – so that your assignments may be reallocated.

Otherwise, I would appreciate feedback on the status/progress of your assignments.

### Office highlights:

16/05 Issued nationally an Overview and Critique of “A New Generation of National Environmental Laws”, by Stephen Law

16/05 Unsuccessful grant application to Queensland Community Foundation (QCF). So, we’ll need to look again for suitable funding for our “*How to Live Sustainably and Chemical-Free*” booklet project

## 04/06/2022

On Thursday 19 May I attended a Toowoomba Community Development Network (CDN) meeting where I spoke on 2 potential ‘social justice’ initiatives for their consideration.

### 3. Gardening options for renters

For many years now, we have been aware that people renting houses are usually not allowed to dig their own gardens. This is especially for migrants you would like to grow their traditional vegetables and herbs. Some possible solutions include increasing the number of ‘community gardens’ (<https://www.communitygarden.org.au>)

within Toowoomba and around the region; encourage farmers to support the Mulberry Project (<https://www.facebook.com/themulberryproject.qld>); and invite residents with under-utilised backyards to make their property available to selected migrant renters. If the Toowoomba International Multicultural Society (TIMS) and/or member groups would be interested in exploring this proposal further, I would be pleased to meet with them.

#### 4. Community Appeals

Over the years, HOPE has successfully run a number of community appeals in the Toowoomba region. We would be pleased to offer our support in helping local cultural groups manage such an appeal. For example, a newly migrant family may have accommodation but still requires a variety of household goods from furniture to linen for the bedrooms and bathroom, to toys and sporting goods for the children. We would be pleased to help promote the appeal and collect the goods.

If there is sufficient interest from several cultural groups, then we'll form working groups to advance these initiatives.

Wow! A change of our national government and a promising future in regards to changes to policies on the environment – especially climate change; and transitioning to a more sustainable future.

Fingers crossed, the Labor Government – with the support of the Greens and Teal Independents – can make this a reality!

Meg Kummerow of 'Fly the Farm' (our drone supplier) volunteered to operate our drone in 2 'fly-overs' (3/6/22) for regional landcare groups.

The search is on again for a grant to produce our "*How to Live Sustainably and Chemical-Free*" booklet project!

I've been liaising with both Toowoomba Men's Sheds regarding the building of made to order nest boxes.

And, I'm pleased to announce that the Toowoomba West Men's Shed (TWMS) has agreed to undertake this exercise.

**Our next quarterly Ordinary Meeting is scheduled for Saturday 11 June 2022. It will be both a physical and ZOOM meeting – so, I'm keen to see locals in person; and the rest of you via ZOOM.**

**Please note that physical places will be limited, so you'll need to RSVP to reserve a seat.**

#### Office highlights:

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20/05 Issued nationally media release -- Re: Voting for Disaster Resilient Regions at the Federal Election, written by Mert Kul

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