

Minutes of Ordinary Meeting – Saturday, 11 June 2022

(Last updated – 16 June 2022)

Venue: HOPE office, 22 Vacy St, Toowoomba | Time: 10.00am (approx.)

1. Meeting commenced at 10am
 2. Introductions, attendees, apologies and morning tea provided
 - a. Attendees:
 - i. Physical: Frank Ondrus, Anna Kula-Kaczmarek, Miriam Sharp, Kerry Kruger and Andrew Nicholson
 - ii. ZOOM: Stephanie Polinar and Charmaine Turnbull
 - iii. Conflicts of Interest: Nil noted.
 - b. Apologies: Joanne Cork and Jess Lyons
 - c. Proxy votes: Joanne's vote held by Frank Ondrus
 3. Motions:
 - a. With Kerry Kruger, our secretary of many years, wishing to step down, Anna Kula-Kaczmarek has agreed to take on the role of Acting Secretary (30 Apr 2022) until our AGM in November 2022.
→ *Motion: "That we accept Kerry's resignation as Secretary; and formally accept Anna Kula-Kaczmarek as Acting Secretary until our AGM in November 2022."*
--- Moved by Miriam, seconded by Andrew. Agreed by all in attendance.
 - b. Steve Cupitt, our Vice-President, submitted his resignation effective 9 May 2022. Andrew Nicholson has agreed to fill this vacancy until our AGM in November 2022
→ *Motion: "To formally accept Steve Cupitt's resignation as Vice President; and to nominate Andrew Nicholson to the position of Acting Vice-President until our AGM in November 2022."*
--- Moved by Anna, seconded by Kerry. Agreed by all in attendance.
- Frank acknowledged the important contributions that both Kerry and Steve have made to HOPE over the years. Kerry has filled the roles of Newsletter Editor, Website Administrator, Treasurer and Secretary. Steve, as Vice-President, assisted with drafting land care – NRM related projects, grant applications and their management.
- *Submitted 'change of details' forms for Anna and Andrew to Office of Fair Trading (OFT) Qld (13/06/2022)*
- 4a. Confirmed of minutes from Ordinary Meeting of 12 March 2021
 - 4b. Business arising – Nil noted.

--- Moved by Kerry, seconded by Miriam. Agreed by all in attendance.
 - 5a. Correspondence
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.
 - As tabled
 - Resignation letter from Steve Cupitt - *response sent.*
 - 5b. Correspondence –outgoing
 - As tabled
 - Response to Steve Cupitt's resignation letter
 - Letter to CANA re Permission sought to use their Privacy statement to create our own version for our website- permission granted.
 - Letter to SQ Landscapes re" Permission sought to use their Terms & Conditions statement to create our own version for our website- permission granted.
 - 5c. Business arising from correspondence – Nil noted.

6. Reports

- President's Report - as per Office Manager's quarterly report
 - Highlights include:
 - 4 monthly e-newsletters have been sent, 13 media releases and 4 feature articles circulated.
 - And, a grant has been submitted and granted to help subsidise volunteer fuel costs.
 - Frank attended the Toowoomba Cultural Diversity Network (CDN) meeting and raised the option of facilitating gardening for renters, who may wish to grow their own food but are unable to do so in their rental property. Utilising people's under-used backyards and/or establishing more neighbourhood community gardens (<https://www.communitygarden.org.au>) have been suggested. There was some discussion regarding the Mulberry project where a parcel of farmland was made available to grow a larger selection and quantity of food crops. Assistance was also offered to community groups regarding appeals to aide refugees with housing items.
 - The growing list of assignments was also noted, with fewer volunteers available to complete the work due to family, work and health issues.
 - Drone 'fly-overs' have been conducted for 2 properties – Allora Landcare Group's *Allora Mountain Fauna and Flora Reserve* and SH & MLD Gittins property in Goomburra. Images and video footage will be used for promotional material by these bodies. Several more 'fly-overs' will be conducted in the 2nd half of the year by Meg Kummerow of 'Fly the Farm' (our drone supplier) who has volunteered to operate our drone on these occasions.
- Secretary's Report

Anna reported working on various organisation policies ensuring those are up to date and align with the recently drafted Privacy Policy and Terms & Conditions drafted for HOPE's application for the Google Ads grant.
- Treasurer's Report
 - Opening balance at 31 Jan 2022 = \$5,376.58
 - Comprising of:
 - HOPE General Account balance as at dd mmm 2022 = \$3,376.42
 - HOPE Public Fund account balance as at dd mmm 2022 = \$545.91
 - Closing balance as 31 May 2022 = \$3, 922 33
- Website update – Stephanie hopes to complete outstanding maintenance requests over the weekend.
- Social media update- recently 50 more followers joined HOPE's LinkedIn network (173), there are now approximately 942 followers on Facebook, 109 on Instagram and 1,094 on Twitter.

7. General business

- Carried forward grant applications
 - The development and publication of a *Waste Minimisation* brochure; and
 - *How to Live Sustainably and Chemical-Free* booklet- an application made in May to the Queensland Community Foundation (QCF) was unsuccessful. The organisation will need to look for other grant opportunities elsewhere.
- Carried forward projects
 - Prepare 'in depth' reports on – Food Security (Regina Kimble); Water Security (Charmaine Turnbull); and Circular Economy (tbc)
- Carried forward Admin activities
 - Investigation of Google Ads grant to help promote HOPE more broadly. Some progress has been made to make our website more secure and to add our Privacy statement and a Terms & Conditions statement before resuming the Google Ad application.
 - Resume work on Sponsorship – specifically to compile contact list(s) of potential sponsors (with assistance from Shelley Malaluan.
 - ➔ May 2022 – Fresh sponsorship requests are now being issued.

- Other items from meeting attendees
 - Explore funding options to produce booklet “acknowledging the contribution that Darling Downs women have made to protecting our environment” in readiness for Qld Women’s Week (March 2023).

HOPE’s previous grant applications for this project were unsuccessful in 2016/17. Members discussed exploring other grant categories for this, such as funding for women in leadership, rural women or the community sector. Anna to look into other possible funding streams.

It was noted that the previous project’s cost was approximately \$3,000 for engaging a consultant to undertake the interviews (8-10 women) and compile the booklet ready for printing locally.

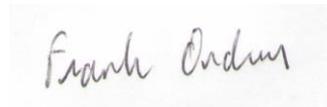
Members discussed ways in which we may be able to keep costs down while promoting and celebrating the work of these women with a larger audience. One example would be posting about each women on HOPE’s social media accounts and website the weeks or days leading up to QLD Women’s week in March 2022. Interviews could be conducted both in person and/or by ZOOM (for podcasting purposes). Promotion of, and distribution of printed copies of the compiled profiles, could be done through a variety of places such as libraries and other public places to help reach a wider audience. Anna has volunteered to reach out to council’s throughout the Darling Downs to scope other options for promoting and/or displaying project material.

8. Next ordinary meeting – 10 September 2022

9. Meeting closed at 11.10amure



Acting Secretary – Anna Kula-Kaczmarek



President – Frank Ondrus