



Think Globally. Act Locally!

## Householders' Options to Protect the Environment Inc.

PO Box 6118 – Clifford Gardens, Toowoomba QLD 4350  
(22 Vacy Street, Toowoomba QLD 4350)  
Ph 07 4639 2135; Email: [office@hopeaustralia.org.au](mailto:office@hopeaustralia.org.au)  
Website: <http://www.hopeaustralia.org.au>  
ABN 48 036 173 161

## Minutes of 4<sup>th</sup> Ordinary Meeting held on Saturday, 10 September 2022

(Last updated –12 September 2022)

**Venue: HOPE office, 22 Vacy St, Toowoomba QLD**

1. Meeting commenced at 10am sharp.
2. **Introductions**, attendees, apologies and morning tea provided
  - a. Attendees:
    - i. Physical: Frank Ondrus (President), Andrew Nicholson (Vice President), Miriam Sharp (Treasurer) and Kerry Kruger (backup minutes taker)
    - ii. ZOOM: Keith Robinson (who looks after our Twitter account), Jason Dingley (Media Officer), Vidhi Bharti (researcher) and Anna Kula (acting Secretary)  
*Frank introduced those physically present; then invites ZOOM participants to introduce themselves - updates on roles and assigned tasks; and preliminary comments on meetings' agenda.*
    - iii. Conflicts of Interest: Nil
  - b. Apologies: Gillian Blair, Regina Kimble, Stephanie Pollinar, Georgia Eastment, Yaoyao Jiang, Jess Lyons and Charmaine Turnbull
  - c. Proxy votes: Nil
3. **Motions:**
  - a. That we donate one of our under-used shade tents to Millmerran Landcare Group  
→ *Moved Frank, seconded by Andrew. Agreed by all present.*
- 4a. **Confirmed of minutes** from Ordinary Meeting of 11 June 2022
- 4b. Business arising – Nil  
→ *Moved by Anna, seconded by Miriam. Agreed by all present.*
- 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.

  - Nil of note
- 5b. Correspondence –outgoing
  - As tabled
- 5c. Business arising from correspondence – Nil
6. Reports
  - President's Report - as per Office Manager's quarterly report

- **Highlights** include:
  - 3 Newsletters produced; 4 Media Releases issued; 8 Feature Articles circulated
  - 4 Grant applications – 3 unsuccessful, 1 pending grant application (2023 QLD Women's Week Project) has been accepted for assessment. Will be applying for Volunteer Grants programme to fund ZOOM license and possibly a mailing service- due date 16 September 2022.
    - Google Ads activities now under way!
    - Private funding provided to undertake *Waste Minimisation* brochure and *How to live sustainably and chemical free* booklet
  - Sponsorship campaign- Issued 56 sponsorship request packages
  - FREE drone fly-overs offered to: – Friends of the Escarpment Parks (FEP) Toowoomba; Dingo Mountain Reserve (Crows Nest); and Coalbank Road Reserve (Coalbank)
- **2023 Qld Women's Week project update**
  - Canvassed our envNGO colleagues for suitable nominees – a list 30 names compiled. Invitation e:letter and questionnaire developed and sent to 22 listed women. To date 3 interviewees have agreed to interviews.
  - Media Release issued launching our proposed project and calling for further nominees
  - Online grant application submitted 5/8/22 to Qld office of Women, waiting to hear outcome of this application in the following few weeks. If successful interview process would commence in January 2023.
  - 2023 Women's Week project applied for 5 August 2022 for a sum of \$2,628 to cover the costs of purchasing a ZOOM license, and to engage consultant A to produce booklet of profiles and consultant B to conduct ZOOM interviews and prepare podcast recordings.
- **Secretary's Report**
  - Created list of Toowoomba Chamber Members Directory for sponsorship opportunities
  - Exploring options of using MailChimp mailing service
  - Created cover letter and grant application for QLD Women's Week
  - Mailchimp to be investigated as alternate way of distributing newsletter
    - ➔ *Action: Investigate annual costs; mailing list requirements and newsletter format*
- **Treasurer's Report**
  - Opening balance at 31 May 2022 = \$3, 922 33
    - Comprising of:
      - HOPE General Account balance as at 31 Aug 2022 = \$3,688.92
      - HOPE Public Fund account balance as at 31 Aug 2022 = \$170.91
    - Closing balance as 31 August 2022 = \$3,859.83
    - 2021-2022 accounts audited and reports signed by Treasurer and President.
    - Recent audit at cost of \$808.50, which was BAS refunded at \$621.00
      - ➔ *Action: Annual tax return due to Australian Charities and Not-for profits Commission (ACNC) to be submitted*
- **Website update** – Stephanie Pollinar is stepping down as Website Admin Support Officer due to full time work commitments. Yaoyao Jiang has been recruited as our replacement Officer (5 Sept 2022). Kerry Kruger has volunteered to assist in emergency situations. Frank will be recruiting for a backup Website Admin Support Officer also.
- **Social media update** – FB = 964; Twitter = 1,372; Instagram = 111; and LinkedIn = 183
- **Volunteer update** – 8 additional researchers and 1 website admin support officer; and 3 resignations. Approximately two thirds of our volunteer team have been impacted by covid, work, study and other life issues over the past months. Hence, some of the volunteers have fallen behind with their HOPE assignments.

## 7. General business

- **Grant applications**
  - 2022-2023 Federal Volunteer Grant program Expression of Interest (Eoi) due by 16 September 2022. Currently reviewing options of “purchasing software and/or equipment; training programs; or fuel costs.
- **Carried forward projects**
  - Prepare ‘in depth’ reports on – Food Security (Regina Kimble); Water Security (Charmaine Turnbull); and Circular Economy (Mert Kul has volunteered to undertake this assignment)
  - Promotion of Corporate Environmental Responsibility (CER) - refers to a company's duties to abstain from damaging natural environments.
    - No interest to date from regional councils and businesses. Frank has spoken with Toowoomba Regional Council (TRC) about the future possibility of hosting a Sustainable Economic Growth for Regional Australia (SEGRA) conference – where a range of environmental issues may be included the program.
- **Other items from meeting attendees**
  - Topics for discussion at 12 November AGM
    - Scoping future work for HOPE 2023 and beyond- Issue paper to be circulated to all members and interested parties prior to AGM
    - Replacements for Secretary and Vice President positions
    - Targeted approach for future work, promotions, collaborations, and grant opportunities.
  - Volunteering for the Environment – encouraging more people to support Citizen Science projects – especially high-school aged children
    - Develop projects ourselves and/or in partnership with others (e.g., Birdlife Australia’s national bird count events – working with Toowoomba Bird Observers, Toowoomba Field Naturalists and others; Revegetation projects – weed removal and tree planting events – working with Friends of the Escarpment Friends, Landcare groups and others
  - Weed Spotting and Removal projects – Frank has started discussions with Queensland Herbarium, Southern Queensland (SQ) Landscapes and Toowoomba Regional Council (TRC) regarding the staging of a public forum on this matter

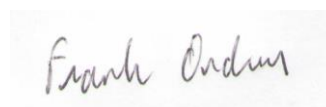
8. **Next ordinary meeting – 12 November 2022**

- Annual General Meeting; to be followed by 1<sup>st</sup> Ordinary Meeting of new 2022-2023 team
  - Anna Kula (acting Secretary) and Andrew Nicholson (acting Vice-President) will both be stepping down.
  - Miriam Sharp, our Treasurer, is unavailable for the November meetings as she will be holidaying abroad

9. Meeting closed at 10.45am.



Acting Secretary – Anna Kula-Kaczmariski



President – Frank Ondrus