



Householders' Options to Protect the Environment Inc.  
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Think Globally. Act Locally!

## Minutes of 2<sup>nd</sup> Ordinary Meeting – Saturday, 10 February 2024

(Last updated – 15 Feb 2024)

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

### 1. Meeting commenced at 10am

### 2. Introductions, attendees, apologies and morning tea

#### a. Attendees:

- i. Physical: Frank Ondrus (Pres), Miriam Sharp (Treas), Charmaine Turnbull (Social Media Coord) AND Kerry Kruger (Sec)
- ii. ZOOM: Anna Kula and Andrew Nicholson

#### b. Apologies: Nil

#### c. Proxy votes: Nil

### 3. Motions: Nil

### 4. Confirmation of Minutes from 11 November 2023 meeting (see attachment)

Nil issues. → *Moved Frank, seconded Charmaine. Agreed by all present.*

### 5. Corr in:

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.

- Letters from Australian Tax Office (ATO) advising us that they are now responsible for Deductible Gift Recipient (DGR) matters
  - ➔ As a result of the changes to the *Treasury Laws Amendment Act 2023*, from 1 January 2024 the responsibility for the DGR has moved to the ATO and the Register of Environmental Organisations (REO) has been dissolved.
  - The ATO has slightly different rules for who can be a DGR. I have checked their requirements, but nothing has changed for HOPE.
  - As the REO no longer exists, we do not have to submit any further statistical returns each year. We do still have to do a tax return as usual as well as fulfil the ACNC requirements.
  - We must ensure that our incorporation documents are in line with the new law. This involves the winding up provisions and the Public Fund in particular:
    - The winding up provisions must deal with where any funds will go (if there are any) in the case of HOPE folding. We have to “transfer all remaining bits, deductible contributions and money received in relation to such gifts and contributions to a gift deductible fund, authority or institution”. I believe that this is what HOPE’s constitution states, so we don’t need to change it.
    - Under the ATO rules, the Public Fund is now known as a Gift Fund. Any receipts we issue must be in the name of the organisation rather than the public fund. I haven’t seen the most recent version of the receipt to check what it says. May require a small change to the template to ensure compliance.
  - We should remove any references in any documentation we have (including digitally, such as the website) to the Department of Environment and (being listed on) the REO. We are not obliged to

change this in the constitution, unless we have to amend the constitution anyway. Next time it needs updating, we need to change these references.

- HOPE must “have a policy of not acting as a mere conduit for the donation of money or property to other organisations, bodies or persons”. This can be put on the website, in the constitution (I haven’t checked to see if it says this), on receipts and/or in a separate document. One of these is sufficient.
- We have to notify the ATO if there are any changes to key personnel, structure and activities, and winding up the organisation (like we would with the ACNC).

## 6. Corr out:

- As noted in Manager’s Report

## 7. Manager’s Report – key highlights

- Office closure over Festive Season (from 5pm 15 Dec 2023 and reopens 9am on Monday 15 January 2024)
- 20/12/23 -- Completed review of HOPE’s Work Plan for 2023 – with 95% of activities successfully actioned
- 21/12/23 -- Submitted Office of Fair Trading (OFT) Qld Annual Return
- 22/12/23 -- Submitted 2023 REO (Register of Environmental Organisations) Statistical Return
- 29/12/23 -- Issued nationally email from Biodiversity Council re: “We need transformational environmental law reform - here's how to do it”
- 01/01/24 -- Problem with sending emails (via new hosting service) à Fixed on 02/01/24
- 02/01/24 -- Issued nationally January 2024 newsletter
- 06/01/24 -- Issued nationally Media Release re: AVAAZ
- 15/01/24 -- Issued nationally notice re HOPE’s new website
- 15/01/24 -- Issued nationally notice from CSIRO Publishing re Summer Sale of Books
- 18/01/24 -- Eol (Expression of Interest) to 2024 Volunteer Grants program unsuccessful
- 22/01/24 – Miriam Sharp (Treasurer) renewed our ZOOM subscription for another year
- 23/01/24 -- Reimbursed Miriam \$223.90 (cheque no. 200766) for paying the ZOOM annual subscription
- 23/01/24 -- Submitted online membership/insurance renewal form to QWaLC

## 8. Treasurer’s Report:

Opening balance as at 31 October 2023 = \$7,632.35

### Accounts activity:

20/12/23 Privately paid invoice from Communications & Computer Support for Dropbox problem fix. (\$80)  
20/12/23 Privately paid invoice from Communications & Computer Support for Website Migration exercise (\$800)  
20/12/23 Paid OFT Qld \$60.05 re Annual Return (cheque no. = 200764, No GST)  
02/01/24 Paid CCS to fix email problem with Bigpond addresses (cheque no. = 200765, \$80.00 with GST = \$7.27)  
05/01/24 Transferred \$800 from HOPE Public Fund to HOPE’s general account  
08/01/24 Deposited HOPE Public Fund’s cheque into HOPE general account  
23/01/24 Reimbursed Miriam \$223.90 (cheque no. 200766) for paying the ZOOM annual subscription

a) HOPE General Account balance as at 31 Jan 2024 = \$5,431.66  
b) HOPE Public Fund account balance as at 31 Jan 2024 = \$107.91  
Total balance as at 31 Jan 2024 (a + b) = \$5,538.57

*NB: Cheque no. 200766 for \$233.90 not yet presented to bank.*

➔ *Moved Miriam, seconded Kerry. Agreed by all present*

## 9. General business

- Review of current and proposed projects for 2024

**Carried forward grant applications**

- Qld GCBF: Nest boxes – for birds and other animals such possums
  - *150 nest boxes built with 142 distributed to date. Once invoice for the last 30 nest boxes has been received and paid for; the grant will be acquitted.*
- Australian Communities Foundation (ACF): Laptop (reactivated Sept 2023) - *awaiting approval*
- ~~Federal Volunteer Grant program: 2 laptops~~ → *Unsuccessful, 18 Jan 2024*
- Queensland Community Foundation (QCF): Website upgrade — *awaiting approval*

## Projects – current and proposed

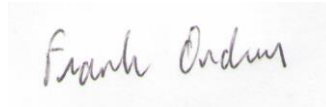
- Current projects, etc.
  - Special Report on Food Security – Fiona Berry – Institute for Sustainable Futures, University of Technology Sydney (UTS) → *Ask Fiona for a progress report (email sent 10/02/2024)*
  - Special Report on Circular Economy (now being handled by Jigna Ghosh)
  - Feature Article – Death by a Thousand Cuts (by Charmaine Turnbull) → *Completed Feb 2024*
  - Commission from Biodynamic Agriculture Australia (BAA) Ltd to develop promotional material consisting of a “booklet of profiles” and a series of podcasts → *Completed Dec 2023*  
→ *Issues with ‘podcast’ material raised by BAA staff has been addressed by Andrew (10/02/24)*
  - Website hosting transfer; and conversion of content to WordPress (being undertaken by Communications & Computers Support (CCS), Toowoomba) → *Completed Jan 2024*  
→ *A few minor anomalies still to be rectified.*
- Proposed webinars, etc. (stand -alone or in partnership with others)
  - Awaiting responses from Transition (Towns) Australia; Saul Griffith’s “The Big Switch”, Electrify 4350 with Renew Toowoomba; a presentation by Dr Geoffrey Woolcock, UniSQ, on the work of [Australian National Development Index – ANDI](#); [Climate and Health Alliance \(caha.org.au\)](#); [Permaculture Education Institute](#); and [Sustainable Population Australia](#)
- Sundry project proposals
  - Provision of free drone fly-overs: Friends of the Escarpment Parks (FEP)Toowoomba – Duggan Park and Redwood Park re Cats Claw Creeper infestation; and Coalbank Road Reserve (Coalbank)  
— *Develop a storyboard for each site. Awaiting availability of drone operator.*
  - Renew Toowoomba has invited us to assist them in their [Community Partners \(rewiringaustralia.org\)](#)  
— *awaiting more information from Renew Toowoomba*
  - Partnership with Ros Darracott, Associate Professor (Social Work and Human Services), UniSQ re: Eco-Social initiatives (see list elsewhere)  
— *awaiting further contact from Ros Darracott*
- Other business (sequence of items is somewhat fluid)
  - New project proposal – To publish a book of profiles “acknowledging the contribution that Menfolk have made, and are making, to the protection and conservation of our environment in our region”. Two (2) potential grants are available from Toowoomba Regional Council (TRC).  
→ *Frank and Anna draft project outline and match to suitable TRC grant*
  - Social Media statistics – Facebook = 1152, Instagram = 121, Twitter (X) = 1400 and LinkedIn = 216
    - *Q. Should we explore setting up a TikTok account to attract younger supporters? See if there is any ‘expression of interest’ from members to do this separate to existing social media content.*
  - Logan Eco Action Festival (LEAF) on Sunday 2 June 2024: – Should we participate -Yes/No?
    - *If yes, what are the associated costs to – prepare promotional/marketing material for the event; site fees; and travel, food & drink expenses?*
  - HOPE’s existing Partnership/Alliance program
    - *Q. Are current participants still interested in supporting this program?*
    - *Q. Should we invite other agencies to join the program?*
    - *Explore role of ‘Queensland Community Alliance’ to see if they complement HOPE’s Charter*  
→ *Write to existing partner/alliance members to confirm their involvement*
  - Seek UniSQ student placements to help us with our media and communications work – especially with interviewing techniques and podcasting (e.g. interviewing Jerry Coleby-Williams, our Patron)  
→ *Issue fresh request to head of UniSQ Media & Communications re possible student placements*

**10. Next ordinary meeting – 8 June 2024**

- Include discussion on our current list of alliances/partnerships; and other international and national prospects

**11. Meeting closed at 11.45am**

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Secretary – Kerry Kruger

President – Frank Ondrus

Thursday, 15 February 2024