

Capricorn Coast Landcare Group

Annual General Meeting Minutes

Location: Envirolink Office **Date:** 19/11/19 **Time:** 7pm **Chair:** Malcolm Wells **Minutes:** Erin Messenger

AGENDA	DISCUSSION			ACTIONS
Meeting opened	7pm			
Attendees	Malcolm Wells, Sabrina Burke, Ken Mason, Lacey Spence, Erin Messenger, Vicki Horstman, Laura Lubans-Bates, Therese McCabe, Arthur Hunt, Phil Esdale, Jim Callan, Ross Healy, Colleen Fagan.			
Apologies	Jean & Francoise Rivory, Maryanne Smith, Denise O’Keeffe, Derek Maguire, John McCabe.			
Minutes of 2018 Annual General Meeting	Read out by Sabrina & moved that they be accepted as true and correct. Seconded: Ken Mason			
Business arising from previous minutes	Arthur Hunt requested an updated copy of CCLG’s Blue Card register (for volunteers & members working at schools and public events).			Sabrina to do
Memberships / Volunteers / Sponsors	Denice Strickland, Julie Ross, Cheryl and John Daley, Damien Hock, Janice Millhouse(back after time away), Mark Booth, Hilary Belford.			
President’s Report	See below. Moved: Malcolm Wells & seconded Arthur Hunt			
Coordinator’s Report	See below. Moved: Sabrina Burke & seconded Lacey Spence			
Treasurer’s Report and Audit	GST paid last financial year was \$580. The BAS adjustment was \$164 Kelco Auditor fees were \$1650 and Lacey to enquire if Joan Furness can help find a new auditor. Moved to be accepted Lacey and seconded by Ross Healy. Passed unanimously.			
Nomination of new Management Committee members	The Chair Malcolm vacated the chair for Arthur Hunt to officiate Committee member elections.			
POSITION	NOMINEE	NOMINATOR	SECONDER	
President	Malcolm	Malcolm	Laura	
Vice President	Ken	Ken	Jim	
Secretary	Erin, Therese as Assistant Secretary Moved : 2 nd : Sabrina	Sabrina	Malcolm	
Treasurer	Lacey	Sabrina	Malcolm	
General business	<ul style="list-style-type: none"> Member vote on proposal for Gambling Community Benefit Fund application for second-hand electric van. Arthur Hunt presented the facts & figures and moved a motion for a vote to proceed with the application in early 2020, Sabrina & Malcolm both abstained, seconded by Jim and otherwise passed unanimously by 11 members. Lightweight planting hoes like NKIEEC suggested by Arthur Hunt. Proposal to close the remaining Commonwealth Bank account (LAST CREDIT 04/19) and drop business content insurance as it is an inequitable cost. Moved: Lacey Spence and all in favour. Carried. Proposal to select business insurance (Lacey Spence) is underway. 			Jim to contact Men’s Shed regarding storage inside electric van (racks & tool holders) + metal hoes.

	<ul style="list-style-type: none"> • A suitable site for and installation of 3D printed Lithophanes -unresolved. • Jim moved that a CCLG Strategy Planning meeting take place, seconded by Therese McCabe. • Jim proposed that he compose letters to LSC and YSS requesting funding to ensure CCLG can continue to contribute and add value to the community and natural assets. Seconded by Ross and unanimously passed. 	Sabrina to notify members of a strategy meeting date.
Close of meeting	8:45 pm	

Signed as a true and correct Record:  **Date: 5/11/2020**

Malcolm Wells, President. Mobile 0419 016 788

CCLG PRESIDENT'S REPORT FOR 2019 AGM

Thanks for taking the time to attend our AGM. I'd like to start by thanking our committee members for their input over the past year, with a special mention of Erin, who not only acts as secretary, but also attends the volunteer sites, helps with providing morning tea and helps out at a lot of the numerous events Landcare attends. Also to our coordinator Sabrina, who has once more expended far more than her paid hours on Landcare projects during the year. I'd also like to thank our volunteers who turn out whenever they can to help us at our regeneration and revegetation sites, and sometimes the clean-ups as well; and to commend the continuing good work being done by Friends of Lammermoor and Emu Park Bushcare.

Alby Wooler Park is looking pretty good, despite the prolonged dry spell. We continue to expand the planted areas along the creek, as well as maintaining the existing areas.

Our working hours on the Envirotrail have reduced in number this year. We are maintaining the trail; and carrying out weeding of annuals and problem weeds, but as in other areas there is a big problem with Singapore Daisy on the trail site. Complete eradication of the problem is beyond our means; all we can do is regularly spray this weed to contain its spread.

Our new project on the Farnborough Dunes adjacent to the caravan park has proven to be popular with residents. This weeding and regeneration project was so successful that we were able to secure further funding, beyond the amount we applied for, to begin work on an adjacent stretch of beachfront.

Sabrina, Erin and I have been sharing the junior landcare sessions at Yeppoon State Schools. We have also been involved in various beach and island clean-up operations in co-ordination with other groups such as Cap Catchments, FBA, Tangaroa Blue and others. There are also myriad projects such as drain buddy, marine debris, cash for container schemes and plastic reduction projects being juggled by Sabrina in conjunction with other organizations and the assistance of Erin. My role in these is usually to help man the Landcare stand and try to look as if I know what I am talking about.

We are also involved with the Lendlease Springboard program, which brings employees of this global company to Yeppoon to work with local environment groups. If anyone is unaware of this work, we can provide further information later if you are interested.

In conclusion, we are working in collaboration with several groups and organizations to make people more aware of the importance of looking after the environment. It is an important task that not only entails respecting and caring for our native flora and fauna; but also being aware of the harm our throwaway society is doing to the environment.

CCLG COORDINATOR'S REPORT FOR 2019 AGM

I have really enjoyed my second year working with everyone at Cap Coast Landcare and our supportive partners. A huge thank you to our treasured Landcare volunteers Mal, Gary, Tony H, Erin, Derek, Dave, Damian, Hilary, Arthur, John & Barbara Rideout, George, Cheryl & John Daly, Tony Baker, the Rivorys, Caroline, and Janice who returned this week after a break. Thank you Arthur for offering your services with grant applications, and Bobbie and her poodle for watering our community centre plantings. Thank you to the Committee for always being helpful and responsive. And a special thanks to

Erin and Malcolm for assisting me with Junior Landcare & on numerous occasions over weekends with stall setup & chatting to community members. I apologise if I have forgotten to mention you, but know that your assistance is greatly appreciated.

* Christmas office closure: Friday 13th Dec 2019 to Monday 6th Jan 2020

On-going tasks:

Envirolink Centre management & admin, directing visitors (70-80/month), vacuuming & cleaning office, watering Bush Tucker garden, education & sorting of donated recyclables, drop off of refundable containers, Facebook page posts with Malcolm (up to 977 likes, from 449 Oct 2017, 1069 followers), press releases, Radio & TV interviews, flyers/ newsletters + event advertising, native plants of the month giveaway, updating membership database & electronic filing, back page promos for CDC newsletter & office stats, paying invoices, comms & induction of volunteers (11 currently), risk assessments, general comms, advertising & loans with other groups, collect mail and plants from LSC nursery, 25/hrs week but up to 484 hrs in overtime (Oct 2019) for events & afterhours meetings.

Meetings hosted* or attended:

- *Drain Buddies project working group (10th Sep, 23rd Oct, 21st Nov)
- *Cap Coast Landcare Management Committee & member meetings (8th Oct, 18th Jun, 19th Feb)
- *FBA visit - Social Media tips for CCLG.
- Queensland Water & Landcarers AGM and also Awards night, Cairns (self-funded trip - took off 7th & 11th Nov)
- Capricorn Conservation Committee meetings, Rockhampton (21st Aug, 17th July, 12th Jun, 22nd May)
- Livingstone Shire Council –
 - Emergency Environments & Regulatory Taskforce (20th & 12th Nov, 6th Aug, 7th May)
 - Planning Committee for 'Wellness at The Coast' event, Mental Health Week.
 - CHAS - Coastal Hazards Adaptation Strategy (15th Oct, 10th Apr)
 - Community Centre User Group meetings
 - Livingstone 2050 consultation workshop
 - LSC Youth Service Provider Committee
 - Fig Tree Creek Working Group
- Great Barrier Reef Local Marine Advisory Committee (14th Nov, 12th Sep, 18th July, 16th May, 7th Feb) & Reef Guardian Networking event (12th Sep)
- Lendlease Springboard Program - full mornings hosting delegates - May (1 day), August (2 days) & October (3 days).
- Lendlease Springboard Program - planning meetings & community presentations (1st, 24th & 31st Oct, 8th & 15th Aug, 30th, 24th May, 16th Apr)
- Event planning meetings:
 - Sustainable House Day Australia ZOOM meeting (online)
 - Rebuild of GKI Shell Midden Boardwalk
 - Ross Creek Discovery Day event

NOVEMBER

- Drain Buddies Project second drain analysis & data collection, approached cafes about wheat straws.
- Jacs Learning kindy - protecting our environment.
- North Keppel Island Environmental Education Centre weeding trip.

OCTOBER

- Lendlease Program 3 & 4 – with delegates all day on 24th, 30th & 31st (discussing challenges Landcare faces & building Sacred Heart School Playground area)
- 18th - 'Anti-Poverty Week' at Community Centre - Landcare stall + a presentation by Sabrina on frugal gardening.
- All day 17th - FBA AGM & Fitzroy River visit in Rocky – both Malcolm & Sabrina.
- 16th – presented Native Garden Design talk at Tanby Garden centre (paid \$120 for 2 hours)
- Tuesday 15th - Coastal Hazards Adaptation Strategy meeting - Sabrina to attend
- Friday 11th - LSC 'Wellness at the Coast' at Lagoon - Sabrina & Erin - stall making disposable coffee cups into succulent hangers
- Wed 9th, all-day smartphone video/photo workshop at FBA FLOW CENTRE in Rocky

SEPTEMBER

- 29th - Livingstone Shire Council 'Sustainable Livingstone Expo' - all-day stall + delivered a 'Tiny Bin Living' talk.
- 28th - Community Owned Renewable Energy event hosted by 350 CQ.
- 20th –Tangaroa Blue Source Reduction workshop.
- 15th - Sustainable House Day event, organised 2 gardens in AM (Kathryn Webb & Sabrina Burke), 2 homes in PM (Arthur Hunt & Anthony White - 2 Churches). 104 unique visitors. 4 groups attended all 4 properties.
- 11th - attended CCC's Community Forum on Hydrogen Renewable Energy & Regenerative Agriculture.
- 5th – attended & advised at LSC Recycling Tips workshop.
- funding application submitted to the Communities Environment Fund (through Federal Department of Business & Michelle Landry MP) – requesting \$20,000 to:
 - run Envirolink Centre, printing of free information, create a neat recycling drop-off station, upcycling workshop & continue offering free community talks, weeding & planting at AW Park, Envirotrail & Bush Tucker Garden (all currently unfunded), fencing supplies to continue fence at Dunes (project already funded through NLP & FBA – so may not be granted), 3 bus trips for school kids (waiting to see if travel costs are eligible)

AUGUST

- Wrote & presented FREE 4 week evening course 'Create a Biodiverse Native Garden', at LSC Community Centre (paid \$100 for the 4 weeks).
- 24th -Attended Sacred Heart School's Kitchen Garden construction day (I wrote letter of support for their grant application)
- 23rd – assisted at Great Barrier Reef Marine Park Authority's stall, Rockhampton Outdoor Expo.
- 18th – attended 'Lawn to Lunch' meeting and gave them an invitation to upcoming events.
- 17th – 'Hey There Happiness' discovery walk through Yeppoon State Primary School's Environmental Trail with Malcolm
- 11th – helped man Environmental Warriors Artbox at Village Festival.

- 8th – attended Tree Protection meeting at Livingstone Shire Council (mentioned the lack of biodiversity in Council tree plantings e.g only Tuckeroo!)
- 7th- attended Gambling Benefit Scheme Grant information night at KBSC.
- 1st – presented to mixed Probus Club about Landcare’s work, KBSC. About 40 attendees.

JULY

- Wrote & presented FREE 4 week course ‘Plastic Free Living’, at LSC Community Centre (paid \$200 for the 4 weeks).
- Helped promote & organise screening of independent film ‘2040’ at BCC Cinemas in Rockhampton, 75 attendees.
- 30th- 1st attended three day ‘Off Grid’ workshop at High Valley Dawn Permaculture farm (intro to Permaculture, emergency composting toilets, market gardening, composting, food forests, indigenous culture, bush tucker & fire making)
- 28th – supported LSC National Tree Planting day event (at their request), Kemp Beach where the dunes were scraped for new bicycle path.
- 25th - Yeppoon State Primary School Enviro Expo, stall round robin by Malcolm, event organised by teacher Judy Herold.
- Submitted FBA Community Grant application to continue bush regeneration at Farnborough Dunes (approved with \$6,000 more + time extension to May 2020)
- 9th – attended NAIDOC Week trip to North Keppel Island Environmental Education Centre
- 8th – attended NAIDOC Week march and speeches at beachfront
- 5th – instigated Electric vehicle charging station meeting with LSC Economic Development.

JUNE

- 27th – presented to Ladies Probus Club on waste reduction. About 60 attendees.
- 20th Attended “Changeology” workshop at FBA FLOW Centre, creating effective social change strategies.
- 15th – Presented two ‘Reducing Single-Use Plastics’ talks at Rockhampton Regional Library for Rocky Regional Council Sustainability department. 16 attendees in total.
- Queensland’s inaugural ‘Climate Change Week’ events:
 - 6th- held a stall at the Hub (with Capricornia Catchments & LSC).
 - 3rd – attended Environmental Cowboy talk + documentary at FBA FLOW Centre, Rockhampton.
 - Requested and set up a Climate Change display in Yeppoon Library glass cabinet (liked & retained for 3 weeks)
- Sat 1st & Sun 2nd – assisted Shelly McArdle with 2-4 hour marine debris transects at Ross Creek & Farnborough Beach.

MAY

- Submit reports for FBA Community Grant – Farnborough Dunes.
- 29th – Reconciliation Walk at St Brendan’s College with their Eco Warriors.
- 25th – managed our Island Beach Clean Up with Freedom Fast Cats and 51 volunteers.
- 18th & 19th May – assisted with catering for 31 people at GKI Shell Midden Boardwalk reconstruction weekend.
- 17th – took Landcare representative Liz on speed tour of our sites.

APRIL

- submit reports for DES Community Sustainability Action Grant & request use of remaining \$ to hire ferry & run an Island Clean-up.
- 26th – 28th – assist Shelly & team with Five Rocks clean-up weekend.
- Assist with planning of Bob Brown Convoy twilight event at Emu Park
- 23rd – attended Microplastic Survey training at Boyne Island Environmental Education Centre
- 16th- Farnborough Dunes project Open Day
- 6th- attended Frontline Truths on Climate Change (Pacific Climate Warriors) at Walter Reid Centre.
- Submitted Communities Environment Fund Expression of Interest to Michelle Landry MP

MARCH (Away in Western Australia for family wedding & reunion)

- 31st – did the catering, held a stall & kid's activity at Ross Creek Discovery Day.
- 26th- organised a trip with volunteers to Humpy Island for weeding with Marine Parks

FEBRUARY

- 23rd & 24th - attended Flying Fox training & paid \$280 personally for 3 x Rabies inoculation for rescues.
- 5th attended Free Water Sensitive Urban Design all-day workshop at KBSC with Erin.
- 3rd - Jack's Paddock Sunday induction,
- organized Clean Up Australia Day event (March 3) and prepped others to manage it whilst I was away
- hosted a free Ecobiz office premises energy assessment (I invited Radio4NAG)
- photographed Cap Coast Outrigger's Lammermoor Beach Clean-up & Birdlife Capricornia Kinka bird count
- liaised with Sunita PhD student to access CCLG salinity records
- assisted Joy Davison-Lee with a poster & advertising for Flying Fox training weekend
- assisted NKIEEC in advertising & organizing CCLG volunteers for Weekend Weed Whackers event
- submitted annual Queensland Water and Land Carer survey for our volunteer insurance coverage

JANUARY

- Mal & I submitted FBA Community Grant (\$8900) for Farnborough Beach Dunes - successful!
- Presented 2 x Food Waste workshops at Rocky Library on behalf of Rockhampton Regional Council - 45 attendees.
- organized Humpy Island Weeding trip #3 with Marine Parks
- submitted paperwork to nominate CCLG & Malcolm for LSC Aus Day awards
- visited Centrelink regarding volunteers,
- attended Q&A by Senator Larissa Waters, Rockhampton.

Partnerships open to on-going collaboration:

Qld Water & Land Carers, Landcare Australia, Fitzroy Basin Association, Livingstone Shire Council, Capricornia Catchments, Greening Australia, Emu Park Bush Care, Wildlife Preservation Society Queensland, Minimal Waste CQ, Capricorn Conservation Council, Friends of Lammermoor Native Gardens, Native Plants Capricornia, Birdlife Capricornia, Tangaroa Blue, Great Barrier Reef Marine Parks, Tanby Garden Centre, Keppel Coast Girl Guides, local schools, Keppel FM, 350.org.

Significant letters sent:

- Letter to Yeppoon Lions & LSC Events regarding plastic confetti & glitter scattered during Tropical PineFest Parade (included suggestions for alternatives)
- letters of support: Joy Davison-Lee for Flying Fox training weekend, NKIEEC for Weekend Weed Whackers events, Sacred Heart School Kitchen Garden grant application, LSC Waste Resource Recovery Centre grant application (\$570,000)
- Letter of support to The Morning Bulletin re Community Owned Renewable Energy Forum in Yeppoon

Submitted comments on:

- Livingstone Shire Council Draft Biosecurity plan (May)
- RRC Draft Waste Strategy
- LSC Notable Tree Survey
- LSC Coastal Hazards Adaptation Strategy

Information sheets produced:

- 4 week course 'Create a Biodiverse Native Garden'
- Notes for presentation 'Native Garden Design'
- For Sustainable House Day visitors- info sheets on 'Grey Water' & 'LSC Residential Rebates for water saving devices'.
- Poster for Envision Helping Hands project (bottle lid recycling)
- 'Buy Nothing New' pamphlet