

Friends of Native Wildlife Inc.

No A0062521Y

Minutes

Committee Meeting

29 August 2016

Meeting started at 7:30pm

Present: Elizabeth Walsh, Paul Foxworthy, Denis Young, Anne Jessel, Geoffrey Daniel, Adam Burrowes, Sally Eldridge

Confirmation of Minutes of previous meeting

Moved: Elizabeth, Seconded: Adam

Motion passed unanimously

Matters arising from previous minutes

List of tasks not completed

Chocolate Bats: not yet investigated.

Action: Paul

Support for receiving basic sighting reports via the website has not yet been implemented.

Action: Paul

The potential blog is awaiting Paul to set up a basic version.

Action: Paul and Denis

Paypal account has been set up, and integrated with the website. However other users have not yet been added, and the money already in Paypal has not been forwarded to the bank account.

Action: Anne

Book selling affiliation is yet to be completed.

Action: Anne

Species List on website: not complete.

Action: Paul

Cheltenham Bakery as sponsor: not complete

Action: Paul

Sally delayed the development of draft forms related to safety and wellbeing until we had clarification from Council as to their requirements. Now that has been received, she will proceed.

Action: Sally

Denis is awaiting warmer weather before contacting water bowl fillers.

Action: Denis

Other matters arising

Insurance

After reports from Geoffrey and Elizabeth regarding their investigations into our insurance options, there was discussion of the pros and cons of the possible approaches. Discussion resulted in a unanimous decision to put some money aside regularly, as seed money towards replacing any lost or damaged equipment, rather than paying ongoing insurance premiums.

Committee Photo

Denis organised a photo of the committee during the meeting. He will forward to Paul for inclusion on the website.

Action: Paul

Endoscope, and Bat Box checks

The first pass of bat box checking has been completed. Adam will make the results available to the committee via Google Docs.

Action: Adam

Elizabeth has the details of a couple of extra bat boxes to be checked during the next round. She will send details to Adam.

Action: Elizabeth

Action Plan

Elizabeth recently forwarded a copy of the previous Action Plan to all committee members. All will read it and offer comments.

Action: ALL

Financial Report

A grant was received from Bayside Community Hub, bringing total funds to \$4041.37.

New Bayside Volunteering Website

Discussion of the features of the Volunteers website that Council is recommending resulted in the following decisions:

We will trial the site by asking for volunteer water bowl fillers between now and the next meeting.

Action: Sally

Other avenues for recruiting more water bowl fillers were also decided:

Contact other Friends groups.

Action: Elizabeth

Ask on FaceBook.

Action: Sally

Via next newsletter.

Action: Anne

Bayside Community Hub

The committee is grateful for the grant received, and decided to include thanks for the grant on the website.

Action: Paul

Review of Council requirements for Volunteer Registration

Recent correspondence via email with Council representatives has clarified what paperwork is needed and when. The details were discussed, to ensure everyone understood.

Ricketts Point Signage

Denis has volunteered to attend the information walk to review the Council's plans and provide feedback.

Action: Denis

Indigenous Nursery Voucher

Elizabeth has received a voucher, and possible uses were discussed. Preferred options were gifts for guest speakers, and tools the group may find useful. Elizabeth is going to research what products the nursery has.

Action: Elizabeth

Anti-virus software subscription

After discussion of the costs and benefits, it was decided to not renew the subscription at this time - the way the computer in question is being used means the risk of viral infection is acceptably low.

First Aid

Council have supplied the group with a first aid kit. The possibility of Council organising first aid training was discussed, and all present expressed interest in participating. Elizabeth will follow up with Council, requesting further detail.

Action: Elizabeth

Council and Working with Children

It was decided that we already have an appropriate level of resources for working with children in our events, and diverting resources from other things to expand in this area is not currently a priority. Elizabeth has notified Council accordingly.

Event Planning

An email newsletter announcing Wild in Bayside and other events should be prepared and distributed soon.

Action: Anne

Each upcoming event was discussed in turn, ensuring all necessary arrangements are in place.

Mistletoe Count

All preparation already completed.

Wild in Bayside

Paul to design a PDF flyer for the event, and send to Adam for reproduction.

Action: Paul, Adam

Schools to be informed of the event.

Action: Elizabeth

Facebook announcement

Action: Sally

Twitter announcement.

Action: Anne

Gift for speaker.

Action: Elizabeth

Paul to present a brief report on the night of what our group has been doing.

Action: Paul

Confirmation with Council of hall and equipment (e.g. computer) booking.

Action: Elizabeth

Waterbugs

Both events under control.

Microbats

Long Hollow, Friday 21 October. Time to be set based on sunset. Anne to determine details, circulate to committee, add to EventBrite.

Action: Anne

Cheltenham Park, Saturday 26 November. Time to be set based on sunset. Anne to determine details, circulate to committee, add to EventBrite.

Action: Anne

Sea Scouts

Elizabeth, Geoffrey and Adam will be visiting the Sea Scouts at Dendy Park on 13 September.

Action: Elizabeth, Geoffrey, Adam

Other Business

It would be useful to have business card-type cards we can hand out with the group's contact details, so people can find us on the Internet. Anne knows a designer and printer who provides value. She will request a quote.

Action: Anne.

Date of Next Meeting

3 October, 7:30pm

Meeting closed at 10:22pm