

# Friends of Native Wildlife Inc.

## Minutes

### Committee Meeting

### 30 March 2015

Meeting started at 7:43pm

**Present:** Elizabeth Walsh, Paul Foxworthy, Denis Young, Anne Jessel, Geoffrey Daniel

#### Confirmation of Minutes of previous meeting

Moved: Elizabeth, Seconded: Paul

Motion passed unanimously

#### Matters arising from previous minutes

##### List of tasks not completed

Tasks from February committee meeting not listed below have been completed satisfactorily.

##### Anne

*Insurance:* Contacted insurance man several times. Last response was that he would check his calendar to see if he was available on 30 March. No communication since then, despite follow up emails from me.

*Batica:* The changes to Batica so it can be used as the official members register and assets register have commenced, but much work remains.

**Action:** Anne to update status of Batica changes next meeting

##### Denis:

*Grants:* Only one plausible grant opportunity found in the near future, through the M.A. Ingram Trust. After discussion, it was agreed that we are unlikely to be eligible for that one at this point in time.

We will reconsider future grant opportunities in parallel with drafting our report to Norman Wettenhall Foundation: it is then that the most likely directions for future work will be most obvious.

*Bunnings* has not yet been contacted. Elizabeth and Geoffrey have been creating a list of useful materials. Once that is complete, they will forward to Denis for him to approach Bunnings for possible sponsorship through supply of materials.

**Action:** Elizabeth and Geoffrey to forward list of hardware items to Denis

##### Geoffrey:

*Bat box design* document still in draft. Design has been changing.

**Action:** Geoffrey to continue refining design document

*Express Tags:* The tags for the Anabat Express are part-designed. Geoffrey explained his current plans and prototypes. More work is needed.

**Action: Geoffrey** to continue design.

**Paul:**

*Sponsors list* on website partially complete. Sponsors are listed, but layout and navigation not yet ideal.

**Action: Paul** to complete Sponsors page layout and navigation.

**Elizabeth**

*Gio's bat roost design:* Yet to locate Gio's bat box design and send to Paul for inclusion on website.

**Action: Elizabeth** to locate Gio's bat box design and forward to Paul

### Other matters arising from previous minutes

None

### Confirmation of Code of Conduct

"The Code of Conduct, as circulated with the Agenda, be adopted as official policy of Friends of Native Wildlife Inc. and placed on the website"

Moved: Elizabeth, Seconded: Geoffrey, Passed unanimously

**Action: Paul** to publish Code of Conduct on website

### Batting4Bayside Project

1. The Dendy Park event was very successful, with more than 70 attendees. At least 7 people gave their details as being interested in installing a bat roost box in their gardens. Feedback from an after-event survey has been positive; the only suggestion for improvement was that we have a bat expert present.
2. The use of hi-vis safety vests for the leaders worked well at Dendy Park. There was discussion of possible similar options for future events.  
**Action: Elizabeth** to ask Council about possibility of reflective vests for us to use for future events as well.
3. The next bat box workshop is planned for April 11.
4. The Anabat Walkabouts are expected in April. We are awaiting their availability so we can increase our surveying work.  
**Action: Elizabeth** to contact Titley Scientific for an updated ETA.
5. A summary of our achievements against our aims for this stage of the project was discussed

	Aim	Achieved
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<b>Community Engagement</b>	100 people	250+ people
<b>Open spaces surveyed</b>	30%	Not yet collated
<b>Streetscapes surveyed</b>	200	Not yet collated
<b>Bat roost boxes placed</b>	50	10 sold, plus 6 installed, plus 7 probable within next week or two, plus 30 potential but as yet unconfirmed through Council for a potential total of 53

## New volunteers

The recent influx of new volunteers, and how best to manage them, was discussed. Included in the discussion was management of the different membership levels, and related issues.

The following points were made:

1. the Volunteer's Handbook from Council implies that only those organising an event on public land need to have filled in the Council's Volunteer registration form in order to be covered by insurance: it is clearly impractical for members of the public attending such events to register as volunteers
2. all FoNW members leading or organising an event on public land will be expected to have previously registered as a Council volunteer
3. there is no requirement for FoNW members not leading or organising an event on public land to have registered as a Council volunteer
4. no committee member has access to an up to date list of those who have registered as a Council Volunteer.  
**Action: Elizabeth** to ask Amy at the Council if she can easily export a list of registered FoNW volunteers we can use to ensure our records are up to date.
5. when Council notify us of a new volunteer that may be interested in FoNW, we should send them a welcome message explaining who we are and what we do, and inviting them to join.  
**Action: Paul** to draft a suitable message and circulate to the committee for comment
6. many on our current mailing list have not yet been given the opportunity to join as full or associate members.  
**Action: Paul** to draft an email explaining the advantages of formal membership, and circulate to the committee for comment.

7. people who find us via the Internet do not currently have access to information about how to join.  
**Action: Paul** to draft relevant information for the website and circulate to committee for comment.
8. several people have expressed a desire to help irregularly, when they can. If we had a mailing list of such people, we could send an email out whenever assistance was needed.  
**Action: Paul** to include a request that people indicate if they would be happy to be on such a list, as part of the email explaining formal membership options.

## Other business

1. Paul suggested the website should be looked at as if it were being viewed by a potential grantor. All agreed this would be a good idea.  
**Action: Paul** to review the website accordingly.
2. The possibility of having regular talks or meetings was raised. Several members of the public and group members have asked about this. After a discussion of the possibilities, the meeting tentatively decided to hold such a meeting 2 to 4 times per year where one or more speakers spoke about topics related to the local native wildlife.  
**Action: Elizabeth** to talk to Council about location that may be affordable.  
**Action: All** discuss further at next committee meeting
3. Elizabeth attended an Earth Hour event last week and publicised the existence of FoNW.
4. Ray Lewis contacted FoNW about us being involved in Science Week on a week day later in the year.  
**Action: Elizabeth** will assist
5. The current splitting of important information between multiple services is causing confusion when a committee member needs to access shared information: which service is the "right" one, and which credentials are appropriate? The planned updates to Batica will largely solve this, however other actions will probably be needed as well. Also of importance are privacy and security considerations, as well as stability as people come and go from the committee. To address these and related concerns:
  - a. once Batica has been modified and relevant experience gained, the committee should discuss how best to utilise other additional options, such as shared documentation (perhaps wiki style or via copy.com?) and semi-regular training sessions.
  - b. high level ("admin") access of any online service to be restricted to committee members, and at least two committee members to have such admin access.Moved Geoffrey, Seconded Denis, passed unanimously.

6. Elizabeth is attending a Council Site Walk for the Black Rock foreshore masterplan next Wednesday, 1st April. Some discussion about the area followed; Elizabeth will investigate and pass on concerns to Council during the walk.
7. The increasing popularity of the Frog Watch (the next one currently has six new people booked) suggests the need for more frog information on the website is increasing in priority.  
**Action: Elizabeth and Paul** to coordinate frog information for adding to the website.
8. Stella Maris School contacted FoNW about their plan to create a 'Peace Garden' to attract local insects and other local wildlife.  
**Action: Elizabeth** to contact and suggest actions such as installation of a bat box and offer to talk to the children about local wildlife.
9. Brighton Primary School contacted FoNW about possible speakers regarding their biodiversity and ecosystems topics.  
**Action: Elizabeth** to respond with suggestions.
10. One of the waterbowls on the foreshore is being moved by Council.  
**Action: Elizabeth** to send new details to Paul once available, for updating the website.
11. Paul suggested we consider a gift for those who assist, perhaps chocolates shaped as bats. Due to the time, discussion was deferred to the next meeting.

Meeting closed 10:40pm