

Friends of Native Wildlife Inc.

No A0062521Y

Minutes

Committee Meeting

6 June 2016

Meeting started at 7:35pm

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

Confirmation of Minutes of previous meeting

Moved: Geoffrey, Seconded: Sally

Motion passed unanimously

Matters arising from previous minutes

List of tasks not completed

Chocolate Bats: not yet investigated.

Action: Paul

Design of bat box documents, for website. Progress has been made, almost complete.

Action: Geoffrey and Elizabeth

Since the last meeting, we have been told of a volunteers' specific insurance provider. They have been contacted, and we are awaiting a response from them.

Action: Geoffrey

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 is in progress.

Action: Anne to monitor and respond

Other matters arising

Elizabeth has followed up with scout groups, and is discussing activities we can assist with, including bat box making sessions for Father's Day, and talks. We are looking at running some small trial sessions before expanding to more groups.

Action: Elizabeth

Bendigo Bank Grant: delayed until we have more information about insurance.

Action: Elizabeth

Bayside Community Grant: application has been submitted, awaiting decision.

Book titles: awaiting Paypal so we can register as an affiliate.

Action: Anne

Species List on website: not complete.

Action: Paul

Cheltenham Bakery as sponsor: not complete

Action: Paul

Financial Report

Total funds are now at \$378.35

Paypal update and membership renewal

A Paypal account has been applied for. Paypal has requested many different documents, all of which have now been supplied.

As part of this, the old bank account was closed and funds moved to a new bank account in the registered name of the group.

Currently we are awaiting Paypal's approval or otherwise of the documents we have supplied.

Membership renewal notices have been delayed in the hope we will be able to accept renewals through Paypal. If Paypal approval does not arrive soon, we will have to send out renewal notices without it.

After discussion it was decided to request people transfer membership fee directly to the bank account if Paypal does not become available in time.

Action: Anne

Sharing and communications tools

All present indicated they now had access to all shared tools they felt they required.

Event Planning

Improving Frog Habitat

Organisational matters were discussed and the day planned in general. The final details will be decided a day or two before the event.

Adam offered to do the letterbox drop in the area.

Action: Adam

Wild in Bayside: Frogs

Hall and speaker have been booked. Remainder of details will be discussed at next meeting.

Grants

The Bayside Community Hub grant application has been lodged, and expect to hear this month whether we are successful.

There is a chance we may meet the criteria for a Melbourne Water grant at a later date.

Name Tags for Committee

Elizabeth checked who did and didn't have a Council-supplied name tag. She will check with Council as to when the next batch will be ordered.

Action: Elizabeth

Posters for display

Elizabeth asked all to watch for posters we can use on displays at events.

There was some discussion about other display items.

Denis has started creating bird ID sheets using his photographs.

Action: Denis

Elizabeth has asked Melbourne Water about resources related to frogs.

Action: Elizabeth

Photo of Committee

Elizabeth suggested a photo of the committee on the website might help people know who to speak to about local native wildlife, by putting faces to names.

Endoscope Report

Most bat boxes have been checked. A handful could opt be checked due to the owner not being home. They are to be followed up.

Action: Adam, Elizabeth, Geoffrey

Safety and Wellbeing Report

Sally summarised the recent training session provided by DELWP about safely running events with volunteers. The discussion that followed covered when we are and aren't covered by Council, and for what.

Sally will use the material provided during the session to develop draft forms that we might use for our events.

Action: Sally

Action Plan

Elizabeth will check our Action Plan to ensure it is up to date, and forward to Sally for reference.

Action: Elizabeth

Frog Census Reports

Angela is now assisting Elizabeth to prepare the frog census reports that are submitted to Melbourne Water.

Waterbowls

Denis is contacting waterbowl fillers to ask if all is okay. The recent increase in snake sightings was discussed. Denis will ensure the waterbowl fillers know to beware of snakes.

Action: Denis

Other Business

Banksia Bulletin articles are due by 8 August.

Rob Bender will let us know the upcoming dates for Wilson Park bat box checks, so we can consider organising a visit.

Between now and the next meeting all should consider exactly which activities we should run in the short term, and what funding might be needed to do so.

Date of Next Meeting

29 August, 7:30pm

Meeting closed at 9:58pm