



**Minutes of the Management Committee Meeting  
of Lake Baroon Catchment Care Group**

Held at 455 North Maleny Road, Maleny on  
Thursday March 12<sup>th</sup> 2015

*'Working with our community, for our waterways'*

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The meeting commenced at 6.33 pm. Chaired by Peter Stevens

**0076.1**            **Welcome and Apologies**

**Attendance:**

Peter Stevens	President	Sally Watter	Committee Member
Gillian Pechey	Secretary	Paul Gilmour-Walsh	Member
Steven Lang	Committee Member	Mark Amos	Project Manager (LBCCG)

**Apologies:**            S. Skull, K. Schelberg, M. Malter, M. Bateman

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**0076.2**            **Minutes of the last Management Committee Meeting of Lake Baroon Catchment Care Group held on Thursday February 12th 2014**

**Motion:**            **That the Minutes of the previous meeting as circulated be accepted.**            **CARRIED**  
**Moved**            Steven Lang  
**Seconded**        Sally Watter

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**0076.3**            **Correspondence**

Correspondence tabled (*See Attachment 1: Correspondence*).

**Motion:**            **That the Correspondence be received and endorsed.**            **CARRIED**  
**Moved**            Steven Lang  
**Seconded**        Sally Watter

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**0076.4**            **Treasurer's Report**

No report.

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**0076.5**            **Reports**

**0076.5.1**        **Hinterland Bush Links Coordinator**  
*Tabled (see Attachment 2: HBL Minutes)*

**0075.5.2**        **Seqwater**  
No Report.

**0076.5.3**        **LBCCG Project Manager Report**  
Mark presented a Powerpoint presentation to the meeting.  
To view please click [76. March 2015](#)

*Please note this is an edited version of the Presentation omitting sensitive information.*

**Motion:** *That the Project Manager's Report be accepted, with thanks.*  
**Moved** Steven Lang  
**Seconded** Sally Watter

**CARRIED**

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**0076.6**      **General Business**

**0075.6.1**      **Workplace Health and Safety Report**

No incidents have been reported.

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**0076.6.2**      **Alluvium Report: *Lake Baroon Catchment Care Group – Towards a new funding agreement with Seqwater***

Report has been received by Seqwater. The Report is the first step in procuring a new long term funding Agreement between LBCCG and Seqwater.

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The meeting closed at 8.00 pm.

***The next meeting will be on Thursday 11<sup>th</sup> April 2015.***  
at  
the LBCCG Office - 455 North Maleny Road. (5494 3775)

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 20

Signature of President \_\_\_\_\_

**Attachment 1: Correspondence**

<b>Inwards Correspondence from 9th February 2015</b>			
<b>Date</b>	<b>Notes</b>	<b>Action</b>	<b>Person</b>
09-Feb-15	Isaac Sheppard - weed management 1415-018 (\$1,080.00)	Pay	MA/DL
09-Feb-15	Telstra - mobile account (\$62.99)	Pay	MA/DL
10-Feb-15	AON Insurance - Certificate of Currency	File	MA/DL
10-Feb-15	Everyones Environment Grants - request for supporting information	Complete	MA
10-Feb-15	Everyones Environment Grants - grant deed	Complete	MA
10-Feb-15	Watsons Garage - diesel (\$72.00)	Pay	MA/DL
11-Feb-15	J. Bateman - maintenance 1314-005 (\$245.00)	Pay	MA/DL
11-Feb-15	J. Bateman - maintenance 1314-011 (\$140.00)	Pay	MA/DL
11-Feb-15	J. Bateman - maintenance 1011-003 (\$70.00)	Pay	MA/DL
12-Feb-15	QWALC - newsletter	Circulate	GP
12-Feb-15	BBC Digital - printer hire (\$140.80)	Pay	DL
12-Feb-15	P & K Nash - outstanding QUT invoice	Forward	MA
12-Feb-15	Lumbini - meeting catering (\$110.00)	Pay	MA/DL
13-Feb-14	Barung - Rainforest ID Workshop	Circulate	GP
13-Feb-15	Air & Lift Gear - materials 1415-006 (\$1,307.50)	Pay	MA/DL
13-Feb-15	Matt Skelton (Seqwater) - meeting request	Attend	MA
13-Feb-15	Steven Lang - books x 16 (\$240.00)	Pay	MA/DL
13-Feb-15	BMRG - Bulletin	Circulate	GP
16-Feb-15	Totem Fauna & Flora - weed management 1415-010 (\$990.00)	Pay	MA/DL
16-Feb-15	Totem Fauna & Flora - maintenance 1314-002 (\$2,112.00)	Pay	MA/DL
16-Feb-15	QWALC - Landcare Conference field trip	Respond	MA
17-Feb-14	Isaac Sheppard - weed management 1415-018 (\$720.00)	Pay	MA/DL
17-Feb-15	Charlotte Hurry - information request	Respond	MA
19-Feb-15	Watsons Garage - diesel (\$70.00)	Pay	MA/DL
20-Feb-14	Bridgestone - 026 RUQ service (\$548.50)	Pay	MA/DL
23-Feb-15	M. Bateman - project management 1314-018 (\$646.00)	Pay	MA/DL
23-Feb-15	Telstra - Feb-Mar 2015 account (\$129.05)	Pay	MA/DL
24-Feb-15	HBL - minutes	Circulate	MA
26-Feb-15	J. Bateman - maintenance 1415-010 (\$332.50)	Pay	MA/DL
26-Feb-15	J. Bateman - maintenance 1314-008 (\$35.00)	Pay	MA/DL
26-Feb-15	J. Bateman - maintenance 1011-003 (\$70.00)	Pay	MA/DL
26-Feb-15	BMRG - Bulletin	Circulate	GP
27-Feb-15	Healthy Waterway News - newsletter	Circulate	GP
28-Feb-15	Barung - Little Yabba Ck Bushcare	Circulate	GP
02-Mar-15	Totem Fauna & Flora - maintenance 1314-018 (\$1,364.00)	Pay	MA/DL
02-Mar-15	Totem Fauna & Flora - maintenance 1314-002 (\$440.00)	Pay	MA/DL
02-Mar-15	Everyones Environment Grants - Landholder permission template	Complete	MA
03-Mar-15	Watsons Garage - diesel (\$79.00)	Pay	MA/DL
03-Mar-15	Isaac Sheppard - weed management quote	File	MA
03-Mar-15	MRCCC - General Meeting notice 17/3/2015	Attend	MA
03-Mar-15	Barung - Roving Restorers	Circulate	GP
05-Mar-15	J. Bateman - maintenance 1314-008 (\$210.00)	Pay	MA/DL
05-Mar-15	J. Bateman - maintenance 0708-005 (\$262.50)	Pay	MA/DL
05-Mar-15	Gambling Community Fund - registration	File	MA
05-Mar-15	Alluvium - LBCCG Report final	File	MA
06-Mar-15	BBC Digital - printer hire (\$140.80)	Pay	DL
06-Mar-15	BMRG - Bulletin	Circulate	GP
06-Mar-15	Aussie Erosion - pricelist	File	MA
06-Mar-15	Qld Landcare Conference - update	Circulate	GP
09-Mar-15	Alluvium - report 1415-021 (\$11,000)	Pay	MA/DL
09-Mar-15	Healthy Waterway News - newsletter	Circulate	GP
09-Mar-15	BMRG - changes to RLF program	Respond	MA
09-Mar-15	Assist Ecological - quote for weed management	File	MA
09-Mar-15	Barung - quote for weed management	File	MA

10-Mar-15	Denis Lalor - bookkeeping February (\$154.00)	Pay	MA/DL
10-Mar-15	Denis Lalor - bookkeeping March (\$84.00)	Pay	MA/DL
10-Mar-15	Maleny Town & Country - materials 1314-001 (\$410.40)	Pay	MA/DL
10-Mar-15	Maleny Town & Country - materials 1415-010 (\$9.95)	Pay	MA/DL
10-Mar-15	Maleny Town & Country - materials 1415-017 (\$199.00)	Pay	MA/DL
10-Mar-15	Maleny Town & Country - materials 1415-015 (\$12.90)	Pay	MA/DL
11-Mar-15	J. Bateman - maintenance 1415-010 (\$262.50)	Pay	MA/DL
11-Mar-15	J. Bateman - maintenance 0708-005 (\$245.00)	Pay	MA/DL
11-Mar-15	Andrew Powell - newsletter	Circulate	GP
11-Mar-15	Sunshine Coast Council - Community Hub survey	Complete	MA
11-Mar-15	DPI NSW - NRM on Farms	Circulate	GP

#### Outwards Correspondence from 9th February 2015

Date	Notes	Action	Person
09-Feb-15	Telstra - January account (\$128.00)	Paid	MA/DL
09-Feb-15	Maleny Newsagency - January account (\$11.50)	Paid	MA/DL
09-Feb-15	Isaac Sheppard - weed management 1415-018	Paid	MA/DL
09-Feb-15	Telstra - mobile account (\$62.99)	Paid	MA/DL
10-Feb-15	Petty Cash reimbursed (\$252.05)	Paid	DL
10-Feb-15	Watsons Garage - diesel (\$72.00)	Paid	MA/DL
12-Feb-15	BBC Digital - printer hire (\$140.80)	Paid	DL
13-Feb-15	Lumbini - meeting catering (\$110.00)	Paid	MA/DL
13-Feb-15	Green Hills/LBCCG Field Walk	Sent	MA/DL
13-Feb-15	J. Bateman - maintenance 1314-005 (\$245.00)	Paid	MA/DL
13-Feb-15	J. Bateman - maintenance 1314-011 (\$140.00)	Paid	MA/DL
13-Feb-15	J. Bateman - maintenance 1011-003 (\$70.00)	Paid	MA/DL
16-Feb-15	Air & Lift Gear - materials 1415-006 (\$1,307.50)	Paid	MA/DL
16-Feb-15	Tim Packer (Seqwater) - Mid Obi Riparian Corridor project plan	Sent	MA
16-Feb-15	Tim Packer (Seqwater) - Dec-Feb Report	Sent	MA
18-Feb-15	Steven Lang - books x 16 (\$240.00)	Paid	MA/DL
18-Feb-15	Maleny Town & Country - materials 1314-001 (\$373.09)	Paid	MA/DL
18-Feb-15	Maleny Town & Country - materials 1415-010 (\$9.05)	Paid	MA/DL
18-Feb-15	Totem Fauna & Flora - weed management 1415-010 (\$990.00)	Paid	MA/DL
18-Feb-14	Isaac Sheppard - weed management 1415-018 (\$720.00)	Paid	MA/DL
19-Feb-15	Totem Fauna & Flora - maintenance 1314-002 (\$2,112.00)	Paid	MA/DL
19-Feb-15	Watsons Garage - diesel (\$70.00)	Paid	MA/DL
20-Feb-14	Bridgestone - 026 RUQ service (\$548.50)	Paid	MA/DL
23-Feb-15	K. Hopper - Maleny Dairies LBCCG project sign draft	Sent	MA
23-Feb-15	M. Bateman - project management 1314-018 (\$646.00)	Paid	MA/DL
03-Mar-15	Totem Fauna & Flora - maintenance 1314-018 (\$1,364.00)	Paid	MA/DL
03-Mar-15	Totem Fauna & Flora - maintenance 1314-002 (\$440.00)	Paid	MA/DL
06-Mar-15	BBC Digital - printer hire (\$140.80)	Paid	DL
09-Mar-15	J. Bateman - maintenance 1314-008 (\$210.00)	Paid	MA/DL
09-Mar-15	J. Bateman - maintenance 0708-005 (\$262.50)	Paid	MA/DL
09-Mar-15	J. Bateman - maintenance 1415-010 (\$332.50)	Paid	MA/DL
09-Mar-15	J. Bateman - maintenance 1314-008 (\$35.00)	Paid	MA/DL
09-Mar-15	J. Bateman - maintenance 1011-003 (\$70.00)	Paid	MA/DL
09-Mar-15	Watsons Garage - diesel (\$79.00)	Paid	MA/DL
10-Mar-15	Alluvium - report 1415-021 (\$11,000)	Paid	MA/DL
11-Mar-15	Denis Lalor - bookkeeping February (\$154.00)	Paid	MA/DL
11-Mar-15	Denis Lalor - bookkeeping March (\$84.00)	Paid	MA/DL
11-Mar-15	J. Bateman - maintenance 1415-010 (\$262.50)	Paid	MA/DL
11-Mar-15	J. Bateman - maintenance 0708-005 (\$245.00)	Paid	MA/DL

All figures where applicable include GST.

## Attachment 2: Hinterland Bush Links Report

### Minutes for HBL Advisory Group

22 February 2015

**Present:** Joan & John Dillon, Paul Magee, Kim Holcroft, Martina Gordon, Craig Hosmer, Daryl Reinke, Sue Brieschke, Eric Anderson, Susie Duncan and Mary-Jane Weld

#### **Apologies:**

**Minute taker:** Sue Brieschke.

The Report and Agenda to the Advisory Group was prepared by Susie and distributed to the Advisory Group prior to the meeting.

#### **Events since last meeting**

- Roving Restorers days: Laughing Waters, Flaxton; Kurrajong Farm, Elaman Ck.
- Little Yabba Bushcare and Maleny Precinct Bushcare weeding days.
- Bunya Dreaming – ran flora & fauna quiz & Barung info stall with Sue Brieschke
- Australia Day – Community group stalls – prepared display and assisted with set up

#### **Updates and Business**

1. **Organising HBL Admin position employment arrangements**
2. **Explored options for renewal of Community Partnership with SCC now that LBCCG is not able to auspice HBL. Green Hills and Hinterland Business Centre are willing to auspice. Also considering incorporation of HBL.**
3. Planning additional work on Weed Vine project on promise of further funding from BMRG in current financial year.
4. Organising Roving Restorers events for the next few months
5. GFW Butterfly workshop organization.
6. Visited two landholders.
7. Distribution of Birdwing Vines to Upper Mary Valley landholders as part of Weed Vine project.
8. Planning for Little Yabba works, workshops and publicity
9. Preparation of SCC Community Partnership progress report for 2014-15.
10. Discussion with NBN Tower group.
11. GER phone link-up and general phone enquiries.
12. HBL Facebook items posted
13. Advertising HBL events.

#### **Funding**

14. BMRG has found additional funds to support HBL Weed Vine project in the current financial year. It is likely to be \$10-\$20K – waiting for confirmation. Stop Press: \$20K was confirmed on 23 Feb 2015.
15. Qld. election result - funding 'promise' made by Andrew Powell in Nov 2014 can't be met Will seek a meeting with Steven Miles, the new Environment Minister soon to explore potential funding support for HBL.
16. Donors - Susie has approached 5 potential large donors for support for HBL Stage 2 expansion. Currently \$40K has been received. Will continue dialogue and make new approaches in the next few months.
17. Preparing a prospectus for HBL is a priority for 2015 – haven't had time to work on this yet.

#### **Discussions and Business**

1. **Organising HBL Admin position employment arrangements**
  - Information about this proposed position had been distributed to the Advisory Group prior to the meeting.
  - The admin assistant would work through Barung, i.e employed by Barung to undertake work for HBL
  - Donor funding to date is only for 12 months. Donors will be asked to continue funding so that the position can be ongoing.
  - Responsibilities would include organization of Roving Restorers, help with workshops, assist with organizing the ecology course, answering general enquiries etc
  - Skills required include capacity to use technology, good interpersonal skills, complement Susie's skills.
  - Work may be from home or maybe space in Barung office, or maybe space in HBL office
  - A suggested admin fee of 2% to be paid to Barung to cover administration of Superannuation, pay, workcover etc
  - Susie will write up position description, employment contract and then advertise in Range News and relevant social media.
  - Selection panel will be Susie, member of HBL Advisory Group, member of Barung MC
2. **Options for renewal of Community Partnership with SCC now that LBCCG is not able to auspice HBL. Green Hills and Hinterland Business Centre are willing to auspice. Also considering incorporation of HBL.**
  - Auspicing by Green Hills could present difficulties

- Auspicing by Hinterland Business Centre is not supported by Council as HBC is not an environmental group.
- Information has been sent to Barung MC as Barung currently hosts HBL and incorporation will make HBL a separate entity.
- Using model rules seems to be sufficient to meet the needs of HBL
- It will be some time before HBL could achieve charitable status and then Deductable Gift Recipient (DGR) status. This is necessary to attract donors.
- The very positive relationship with Barung needs to be maintained for the benefit of both organizations. A Memorandum of Understanding will ensure that the present relationship continues. Members of both groups will work on the MoU.
- The HBL Community Partnership funding runs out at 30.06.15. Applications for the next round of funding need to be completed in May with funds dispersed in August. HBL would need to be incorporated by August.
- Insurance could be covered by QWaLC
- Need to investigate the Environmental Gift Fund held by Barung; are there constraints on what can it be used for?
- The Advisory Group supported Susie's proposal to discuss the incorporation of HBL with Barung Landcare MC and commence the incorporation process.

**Meeting closed at 5.35pm**

**Next Meeting date & venue:**

**2 Treehaven Way**

**Date will be organized according to need through the Incorporation process. Susie to sort this.**