



**LAKE
BAROON
CATCHMENT
CARE
GROUP**

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

Held at 455 North Maleny Road, Maleny on
Thursday May 14th 2015

‘Working with our community, for our waterways’

The meeting commenced at 6.30 pm. Chaired by Peter Stevens

0078.1 Welcome and Apologies

Attendance:

Peter Stevens	President	Steve Skull	Vice-President
Gillian Pechey	Secretary	Keith Schelberg	Treasurer
Steven Lang	Committee Member	Mark Amos	Project Manager (LBCCG)

Apologies: M. Malter, S. Watter, J. McKay, K. Enkelmann, P. Gilmour-Walsh

0078.2 Minutes of the last Management Committee Meeting of Lake Baroon Catchment Care Group held on Thursday April 9th 2014

Motion: That the Minutes of the previous meeting as circulated be accepted.

Moved Peter Stevens

Seconded Keith Schelberg

CARRIED

0078.3 Correspondence

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

Motion: That the Correspondence be received and endorsed.

Moved Steven Lang

Seconded Gillian Pechey

CARRIED

0078.4 Treasurer’s Report

Financials tabled.

Motion: That the Treasurer’s Report as tabled be endorsed.

Moved Keith Schelberg

Seconded Steven Lang

CARRIED

Business Arising

Discussion on clarification of financial position and the amounts in the Reserve Fund (unallocated project funds), Current Earnings (2014-15) and Retained Earnings (accumulation of profits over multiple years). There is ongoing confusion over the MYOB Reports and the Committee members need to better understand these terms in order to follow LBCCG finances.

A guide to accompany the Financial Reports will be produced which will clarify the individual lines within the Report.

0078.5 **Reports**

0078.5.1 **Hinterland Bush Links Coordinator**

No Report

0078.5.2 **Seqwater**

No Report.

0078.5.3 **LBCCG Project Manager Report**

Mark presented a Powerpoint presentation to the meeting.

To view please click **LBCCG Project Manager Report** – [78.April-May-2015-web.pdf](#)

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

0078.6 **General Business**

0078.6.1 **Workplace Health and Safety Report**

No incidents have been reported.

0078.6.2 **Staff Leave**

Mark requested Annual Leave from the 3rd June to the 11th June.

Motion: ***That Annual Leave be granted for Mark between the requested dates.***

Moved Steve Skull

Seconded Keith Schelberg

CARRIED

0078.6.3 **Reschedule June Management Committee meeting to June 18, 2015.**

In light of Mark being on Annual Leave immediately before the next scheduled Management Committee meeting it was decided to reschedule the meeting to a week later – 18th June, 2015.

0078.6.4 **Change of Periodic Payment (salary) for Susie Duncan.**

Susie has requested that until June 30, 2015 all her salary to be sacrificed into Superannuation. The Committee were agreeable to this and have signed the necessary MCU forms to halt the payment of salary.

0078.6.5 **Seqwater Partnership/Funding Discussion**

Negotiations with Seqwater have resulted in an in-principle agreement for a new 3 year Agreement. 'Core' Project funding will be retained as per the previous Ten Year Agreement but the Administration Funding will be increased to reflect the need to find new office space and a modest increase in salaries.

Additional Seqwater Project funding will be received/delivered with LBCCG charging a fee for service to implement projects (landslips, weeds and dairy effluent management) which will enable the employment of a second Project Officer for approximately 0.5 FTE. An application to Sunshine Coast Council for a Community Partnership grant is expected to cover the remaining 0.5 FTE.

0078.6.6 Project Plan – Farmhouse Macadamia Waterway Crossings and Weed Management (1415-004)

The project will construct two low level concrete waterway crossings on the Obi Obi Creek providing safe, low risk access to orchards on the opposite side of the creek. Additionally weed management will commence on the lower reach on Obi Obi Creek to enable revegetation/enhancement in the future.

The project aims to complete three components:

1. Install two waterway crossings on Obi Obi Creek to provide a safe, low risk passage across the waterway for heavy farm equipment;
2. Install pipe crossing on ephemeral tributary of Obi Obi Creek; *and*
3. Commence control of weeds in a 3.5 hectare riparian zone immediately downstream of Kings Lane Weir.

The project will:

- Significantly reduce the risk of a major pollution incident by improving vehicle passage;
- Reduce erosion and associated turbidity and sedimentation;
- Reduce risks to downstream habitat;
- Enhance terrestrial and aquatic habitat by managing environmental weeds in the Obi Obi Creek riparian zone;
- Improve property management, safety and reduce incidence of machinery damage; and
- Enhance the ability of LBCCG to access future external funding.

Motion: *That the Project Plan be approved subject to an increased contribution from Farmhouse Macadamias and Tim Odgers from Seqwater is comfortable with the Plan.*

Moved Steven Lang

Seconded Steve Skull

CARRIED

0078.6.7 Project Plan – Alcorn Creek Off Stream Watering (Crick) (1415-022)

The property has been identified as high priority for the Seqwater Landslide Remediation program and with extensive weed management and a change in grazing management will enable direct landslip intervention on the site (targeted drainage, revegetation and temporary fencing) in 2015-16. Without LBCCG intervention a farm dam would have been constructed on the landslip envelope – high risk in unstable areas. By providing off stream watering infrastructure instead and developing a longer term plan we can, in future years, not only greatly improve hill slope stability but improve grazing management which will provide a flow on reduction in water quality risk.

The project aims to complete four components:

1. Complete weed management over ten hectares;
2. Install off stream watering system to provide livestock water (two points);
3. Install fencing to improve grazing management; *and*
4. Decommission one farm dam and drain several areas of water storage on the unstable hill-slope.

The project will:

- Remove heavy infestation of lantana and other environmental and pasture weeds enabling identification of the areas most prone to slippage;
- provide access for Seqwater programs;
- improve stability of land slip areas by improving upper-slope drainage;
- improve livestock management on the Crick property;
- provide alternative watering points for livestock enabling removal of a destabilising farm dam;
- build land manager capacity and improve land manager engagement; *and*
- establish demonstration site.

Motion: *That the Project Plan be approved.*

Moved Peter Stevens

Seconded Steven Lang

CARRIED

0078.6.8 Project Plan – Obi Waterfall Project – Fencing and Weed Control (Lawrie) (1415-015)

The project will fence an Obi Obi Creek tributary excluding livestock, control weeds both within the fenced area and in the Obi Obi Creek riparian zone, and remediate a minor erosion gully in the watercourse.

The project aims to complete four components:

1. Install 460 metres of riparian fencing to exclude livestock from 102 metres of watercourse;
2. Control weeds in the 1 hectare of fenced area;
3. Control weeds in a further 4 hectares as part of a staged Obi Obi Creek riparian rehabilitation; and
4. Remediate a minor erosion gully that threatens to damage a farm dam bank.

The project will:

- Commence a longer term project that will ultimately enhance 800 metres of Obi Obi Creek riparian zone including the protection and enhancement of remnant vegetation;
- Exclude livestock from 102 metres of an Obi Obi Creek tributary reducing erosion, nutrient and pathogen loads;
- Provide watercourse stability by undertaking minor pre-emptive erosion control;
- Enhance wildlife habitat; improving the linkage with Obi Obi Creek;
- Engage a new landholders; *and*
- Strengthens partnership with Sunshine Coast Council and Landholder Environment Grants program.

Motion: *That the Project Plan be approved.*

Moved Steven Lang

Seconded Steve Skull

CARRIED

The meeting closed at 8.35 pm.

The next meeting will be on Thursday 18th June 2015.
at
the LBCCG Office - 455 North Maleny Road. (5494 3775)

Confirmed this _____ day of _____ 20

Signature of President _____

Attachment 1: Correspondence

All figures where applicable include GST.

Inwards Correspondence from 9th April 2015			
Date	Notes	Action	Person
09-Apr-15	BMRG - bulletin	Circulate	GP
10-Apr-15	Barung - Gardens for Wildlife workshop (19/4/15)	Circulate	GP
10-Apr-15	Noosa Landcare - Autumn newsletter	Circulate	GP
09-Apr-15	Brush Turkey Enterprises - materials 1415-009 (\$377.30)	Pay	MA/DL
09-Apr-15	Petty cash - (\$213.35)	Pay	MA/DL
09-Apr-15	Toowoomba Tanks - troughs 1314-008 (\$1,210.00)	Pay	MA/DL
10-Apr-15	Maleny Newsagency - stationery (\$23.95)	Pay	MA/DL
10-Apr-15	Telstra - Feb-Mar account (\$128.35)	Pay	MA/DL
10-Apr-15	Maleny Town & Country - materials 1415-009 (\$93.50)	Pay	MA/DL
10-Apr-15	Brush Turkey Enterprises - tubestock 1415-009 (\$590.70)	Pay	MA/DL
12-Apr-15	Greenstock Nurseries - tubestock 1415-018 (\$5,500.00)	Pay	MA/DL
12-Apr-15	BBC Digital - printer toner delivery (\$10.89)	Pay	MA/DL
13-Apr-15	Watsons - diesel (\$50.00)	Pay	MA/DL
13-Apr-15	QWALC - survey request	Respond	MA/DL
13-Apr-15	Denis Lalor - bookkeeping (\$91.00)	Pay	MA/DL
13-Apr-15	Healthy Waterways - Awards invitation	Circulate	GP
14-Apr-15	BBC Digital - printer hire (\$140.80)	Pay	MA/DL
14-Apr-15	AON Insurance - office insurance (\$827.95)	Pay	MA/DL
15-Apr-15	Barung - Roving Restorers (25/4/15)	Circulate	GP
15-Apr-15	BTE - newsletter	Circulate	GP
16-Apr-15	Assist Ecological - project management 1314-018 (\$1,275.00)	Pay	MA/DL
16-Apr-15	Barung - newsletter	Circulate	GP
16-Apr-15	J. Bateman - maintenance 1314-005 (\$455.00)	Pay	MA/DL
16-Apr-15	J. Bateman - maintenance 0708-005 (\$227.50)	Pay	MA/DL
16-Apr-15	J. Bateman - maintenance 0809-001 (\$192.50)	Pay	MA/DL
16-Apr-15	BMRG - bulletin	Circulate	GP
16-Apr-15	Watsons - diesel (\$74.00)	Pay	MA/DL
16-Apr-15	Susie Duncan - salary sacrifice request	Agenda	MA
17-Apr-15	P & K Nash - earthworks 1415-008 (\$2,044.00)	Pay	MA/DL
19-Apr-15	Seqwater - remittance advice project management 1415-018 (\$11,107.25)	Reconcile	DL
20-Apr-15	MRCCC - Pasture Mgt & Forage Budgeting field day (28/4/15)	Circulate	MA
20-Apr-15	Totem Fauna & Flora - maintenance 1314-003 (\$3,657.50)	Pay	MA/DL
23-Apr-15	Everyones Environment Grant - newsletter	Circulate	GP
23-Apr-15	RLF - Steering Committee meeting (19/5/15)	Attend	MA
23-May-15	BMRG - bulletin	Circulate	GP
27-Apr-15	Watsons - diesel (\$79.00)	Pay	MA/DL
27-Apr-15	Conservation Volunteers Australia - facilities contribution (\$600.00)	Reconcile	DL
28-Apr-15	Bob Jane T-Marts - tyres for 026 RUQ (\$731.00)	Pay	MA/DL
29-Apr-15	MRCCC - general meeting date (5/5/15)	Attend	MA
29-Apr-15	BMRG - bulletin	Circulate	GP
30-Apr-15	J. Bateman - maintenance 0809-001 (\$140.00)	Pay	MA/DL
30-Apr-15	J. Bateman - maintenance 1314-008 (\$175.00)	Pay	MA/DL
04-May-15	Barung - Roving Restorers (11/5/15)	Circulate	GP
04-May-15	Totem Fauna & Flora - weed management 1415-010 (\$919.60)	Pay	MA/DL
04-May-15	Healthy Waterways - news	Circulate	GP
05-May-15	RW & CA Ludwig - fencing 1415-018 (\$1,211.87)	Pay	MA/DL
05-May-15	Andrew Powell - newsletter	Circulate	GP
05-May-15	Toowoomba Tanks - troughs 1415-022 (\$1,210.00)	Pay	MA/DL
05-May-15	NSW DPI - NRM on Farms newsletter	Circulate	GP
06-May-15	BMRG - bulletin	Circulate	GP
08-May-15	Watsons - diesel (\$78.00)	Pay	MA/DL
08-May-15	SEQ Catchments - Saving soil Seminar 10/5/15)	Circulate	GP
12-May-15	Bushmans Tanks - 5,000 gallon tank 1415-022 (\$2,420.00)	Pay	MA/DL
12-May-15	Powerwrap Super - Employer Contribution form	File	MA
12-May-15	Brush Turkey Enterprises - tubestock 1415-018 (\$353.21)	Pay	MA/DL

12-May-15	Brush Turkey Enterprises - tubestock 1415-018 (\$394.90)	Pay	MA/DL
12-May-15	Healthy Waterways - Awards finalists announced	Circulate	GP
12-May-15	Telstra - mobile account (\$63.01)	Pay	MA/DL
12-May-15	Barung - tubestock 1415-018 (\$3,466.10)	Pay	MA/DL
12-May-15	Telstra - Mar-Apr account (\$129.75)	Pay	MA/DL
12-May-15	Barung - Walks on the Wildside (16/5/15)	Circulate	GP
12-May-15	Watsons - diesel (\$88.50)	Pay	MA/DL
12-May-15	Seqwater - Healthy Waterways Awards media release	Circulate	GP
13-May-15	Totem Fauna & Flora - maintenance 1314-003 (\$1,584.00)	Pay	MA/DL
13-May-15	Denis Lalor - bookkeeping (\$84.00)	Pay	MA/DL
14-Apr-15	BBC Digital - printer hire (\$140.80)	Pay	MA/DL
Outwards Correspondence from 9th April 2015			
Date	Notes	Action	Person
11-Mar-15	M. Bateman - project management 1314-018 (\$1,224.00)	Paid	MA/DL
09-Apr-15	Dept Environment & Heritage - 1415-017 (\$19,800.00)	Sent	MA
10-Apr-15	Telstra - Feb-Mar account (\$128.35)	Paid	MA/DL
09-Apr-15	Toowoomba Tanks - troughs 1314-008 (\$1,210.00)	Paid	MA/DL
09-Apr-15	Petty cash - (\$213.35)	Pay	MA/DL
13-Apr-15	Denis Lalor - bookkeeping (\$91.00)	Paid	MA/DL
13-Apr-15	Watsons - diesel (\$50.00)	Paid	MA/DL
13-Apr-15	Maleny Newsagency - stationery (\$23.95)	Paid	MA/DL
13-Apr-15	Brush Turkey Enterprises - materials 1415-009 (\$377.30)	Paid	MA/DL
13-Apr-15	Brush Turkey Enterprises - tubestock 1415-009 (\$590.70)	Paid	MA/DL
14-Apr-15	Australia Post - post box rental (\$115.00)	Paid	MA/DL
14-Apr-15	BBC Digital - printer hire (\$140.80)	Paid	MA/DL
14-Apr-15	BBC Digital - printer toner delivery (\$10.89)	Paid	MA/DL
16-Apr-15	Greenstock Nurseries - tubestock 1415-018 (\$5,500.00)	Paid	MA/DL
16-Apr-15	Assist Ecological - project management 1314-018 (\$1,275.00)	Paid	MA/DL
16-Apr-15	J. Bateman - maintenance 1314-005 (\$455.00)	Paid	MA/DL
16-Apr-15	J. Bateman - maintenance 0708-005 (\$227.50)	Paid	MA/DL
16-Apr-15	J. Bateman - maintenance 0809-001 (\$192.50)	Paid	MA/DL
16-Apr-15	AON Insurance - office insurance (\$827.95)	Paid	MA/DL
16-Apr-15	Watsons - diesel (\$74.00)	Paid	MA/DL
17-Apr-15	Maleny Town & Country - materials 1415-009 (\$93.50)	Paid	MA/DL
17-Apr-15	T. Packer (Seqwater) - project plans for approval (1415-016; 1415-009) & report	Sent	MA
17-Apr-15	P & K Nash - earthworks 1415-008 (\$2,044.00)	Paid	MA/DL
21-Apr-15	Totem Fauna & Flora - maintenance 1314-003 (\$3,657.50)	Paid	MA/DL
27-Apr-15	Watsons - diesel (\$79.00)	Paid	MA/DL
27-Apr-15	Charlotte Hurry - clarification of creek names	Sent	MA
28-Apr-15	Bob Jane T-Marts - tyres for 026 RUQ (\$731.00)	Paid	MA/DL
04-May-15	J. Bateman - maintenance 0809-001 (\$140.00)	Paid	MA/DL
04-May-15	J. Bateman - maintenance 1314-008 (\$175.00)	Paid	MA/DL
04-May-15	Totem Fauna & Flora - weed management 1415-010 (\$919.60)	Paid	MA/DL
05-May-15	RW & CA Ludwig - fencing 1415-018 (\$1,211.87)	Paid	MA/DL
05-May-15	Toowoomba Tanks - troughs 1415-022 (\$1,210.00)	Paid	MA/DL
07-May-15	T. Packer (Seqwater) - LBCCG Project Plans 2015/16	Sent	MA
08-May-15	Watsons - diesel (\$78.00)	Paid	MA/DL
12-May-15	Bushmans Tanks - 5,000 gallon tank 1415-022 (\$2,420.00)	Paid	MA/DL
12-May-15	Brush Turkey Enterprises - tubestock 1415-018 (\$353.21)	Paid	MA/DL
12-May-15	Brush Turkey Enterprises - tubestock 1415-018 (\$394.90)	Paid	MA/DL
12-May-15	LBCCG Committee - project plans for approval (1415-015; 1415-022; 1415-004)	Sent	MA
12-May-15	Seqwater - materials 1415-018 (\$9,894.50)	Sent	MA
12-May-15	Telstra - mobile account (\$63.01)	Paid	MA/DL
12-May-15	Telstra - Mar-Apr account (\$129.75)	Paid	MA/DL
12-May-15	Watsons - diesel (\$88.50)	Paid	MA/DL
13-May-15	Totem Fauna & Flora - maintenance 1314-003 (\$1,584.00)	Paid	MA/DL
14-May-15	Denis Lalor - bookkeeping (\$84.00)	Paid	MA/DL
14-Apr-15	BBC Digital - printer hire (\$140.80)	Paid	MA/DL

