



Coordinating Committee Meeting

Monday 4th March 2019 7-30 pm

Minutes

Present: John Brannan (Chair), Warren Bond, Denise Hall, Len Taylor.

1. Apologies

Margo Hellyer, Alana Wilkes

2. [Minutes of the Last Meeting](#) / Business Arising

It was moved by John and seconded by Len, that the Minutes of the Coordinating Committee meeting held 3rd December 2018 be accepted as a true and fair record of that meeting. **Agreed.**

Consideration of Actions carried forward from previous meetings:

20161205: Item 11 (e)

i. Social Media:

Action: John to develop new sign-on sheet to enable people to authorise the use of their images on Facebook and Web pages.

Action pending.

ii. Member Survey

Action: Warren and Margo to draft a survey to determine members' communication preferences.

Warren has commenced drafting a survey and forwarded the early ideas to Margo. The CC discussed Warren's outline (primarily the objectives to ask for feedback about how we communicate with members and to ask for feedback on the website with the intention of also making members aware of what is there. The CC added the suggestion that the survey ask what sort of activities members would like to be involved in and suggest a few options.

Still outstanding.

20170306: Item 14 (b) FOMP – Belconnen Hills Strategy

Action: This item cannot be progressed until PCS has finalised its Landscape Classification Assessment.

Action pending.

20180903: Item 10 Issues arising from AGM (b) Consideration of Changes to Rules

Action: It was agreed that Warren should draw up a proposal for modifying the fotpin Rules regarding office bearers for consideration at the next Committee Meeting. We will then discuss the timing and nature of a General Meeting at which this proposal will be put to the membership.

See Agenda Item 10 (b) below.

20181203: Item 8 (e) Fotpin contribution to "Scribbly Gum" (the ParkCare annual Newsletter)

Action: John will prepare a contribution and circulate it for comment if there is time before the deadline.

Completed

20181203: Item 9 Walks Program for next year

Action: John to ask Suzi Bond if she will run a butterfly walk.

Completed

20181203: Item 10 (a) Clean Up Australia Day

Action: John register us with Clean Up Australia.

Completed

3. Correspondence in and out (Warren) ([Attachment A](#))

The report was noted.

4. Coordinator's Report ([Attachment B](#))

John had previously circulated his report which was noted.

Main topics were:

- The Molonglo Water Main
- February ParkCare Convenor's Meeting
- Pinnacle Butterfly Walk report
- Clean Up Australia Day report
- Upcoming Events
- Pinnacle Extension/Offset update

5. Treasurer's Report

Treasurer Margo Hellyer is away and unable to prepare a report. She did however confirm that:

"There is nothing to report from the Treasurer. No transactions have occurred in the last 3 months. But I will prepare a Treasurers Report when I am back in Canberra".

6. Membership Report

Warren reported that our current membership increased by 1 to 96, while the net number of other people who have requested to be on our email list increased to 159, bringing the combined total to 255.

7. Weed Management

Warren reported that the effort spent on weed control in the three months December to February was 311 hours, 13% more than last year. St. John's Wort has absorbed the most effort (153 h).

A summary of weeding effort for the 2018-19 season to date showing what weeds and which areas received the most effort and comparing the season with previous ones can be found on the [weeding effort page](#).

8. Information and Outreach**a. Website (Warren)**

Warren reported that there were mainly minor changes and additions (as documented on the [website updates page](#)) in the last 3 months. The main addition has been the pipeline news and update pages.

The number of unique visitors to the website per month was comparable to the last 3 month period and substantially up the same period last year, which was abnormally low. The most popular pages in this period were "Recent Weeding", "Newsletters", "About the Pinnacle", the "Walking home page", "Pipeline News", "Kangaroos", and "Walking Tracks".

b. Social Media (Margo/Denise)

Denise reported that the Facebook page now has 69 followers and is growing. She plans more content in the near future

c. **Hawker Primary School Fete** (John)

The date has been set at 7th April and we have been invited to participate once again. John is liaising with the school and others to prepare the stall and displays and find volunteers to attend it.

9. Events Program

John outlined the planned events in [item 5](#) of his Coordinator's Report, namely:

- Hawker Primary School Fete (April 7th)
- Autumn bird walk (April 28th)
- Planting in Bottom Pinnacle (May 5th)

10. Other Business

a. Proposed changes to the [fotpin Management Rules](#) (Warren)

Warren circulated a document ([Attachment C](#)) prior to the meeting setting out the case for combining the roles of Convenor and Coordinator and revising the rule concerning the maximum number of consecutive years that can be served by office bearers. This document also includes the necessary wording changes to the Rules to achieve this.

After discussion, it was agreed that we proceed and put these proposals to the AGM. Discussion included setting an appropriate number of consecutive years that office bearer positions can be held and it was decided that we would propose that a number not be set in the Rules, while accepting that members may wish to do so.

In the process of examining the Rules to determine how to proceed with changes it was discovered that while changes to the Rules can be achieved at a Special General Meeting, the Quorum for such a meeting is only 6, compared with 10 for an AGM. The Committee agreed that for important business such as changing the Management Rules the quorum should be the same as for the AGM, and it was proposed that we put a further proposed Rule change to the AGM to increase the quorum for Special General Meetings from 6 to 10. *[NB: It was subsequently discovered that a special sub-paragraph in Rule 20 governing General Meetings and Special General Meetings sets the quorum for the latter at 10 (6 only applies to General Meetings) so no change is required.]*

Action: Warren to prepare the proposal to be put to the AGM to make changes to the Management Rules described above.

b. Date of the AGM (John)

For some years it has been suggested that holding the AGM in mid-winter is not desirable because it discourages members from attending. The date of the AGM is not fixed by the Management Rules other than that there must be an AGM "once every year". After discussion the Committee decided to bring the date for the AGM forward to May and nominated the third Sunday, which this year falls on 19th May.

c. Preparing for global warming (Len)

Len had circulated a document ([Attachment D](#)) discussing what we should be doing to prepare for and respond to global warming, particularly in terms of the impact that it will have on fire frequency and intensity.

It was suggested that there needs to be a plan that addresses the potential effects on species diversity, species selection for new plantings, etc.

This should really be done by the land manager (ie. PCS) so it was agreed in the first instance that we should ask PCS if they have a plan, and if not that we should start thinking about one ourselves and promoting the concept across ParkCare.

There is also the opportunity to raise the issue at the ParkCare Fringe Forum on Fire Management being held on 7th March.

It was also suggested that we ask a fire ecologist to be the speaker at the AGM.

Action: John to ask PCS about their planning for global warming.

Action: John to explore inviting a fire ecologist to address the AGM.

11. Proposed date and place for next meeting

The next meeting will be held on 19th May at 1-30 pm at the AGM venue.

Meeting closed at 9-30 pm.

Warren Bond
Fotpin Secretary
09 March 2019

Attachment A. Summary of Major Items of Correspondence between since July meeting

Date	Correspondents[†]	Topic	Summary content
4 th Dec	Simon Stratford (John Brannan)	Resigning as Senior Ranger NorthSide	Moving to the position of Ranger in Charge at Mulligans Flat and Goorooyaroo Nature Reserves Michelle Nairn is acting Senior Ranger
6 th Dec	Fiona Spear, GCG (John Brannan)	Heritage Walk invoice payment	
10 th Dec	Suzi Bond (John Brannan)	Butterfly walk	Preliminary arrangements
15 th , 16 th , 22 nd Dec	Pinnacle Ranger**, Northside Senior Ranger*** (John Brannan)	St. John's Wort	Request for PCS to spray the areas of government land adjacent to the Reserve
19 th Dec	Ann Milligan, GCG	Frogwatch	
20 th Dec	Ann Milligan, GCG	Xmas message from Convenor	
21 st Dec	Alison McLeod ****	Merry Xmas from the ParkCare team	
2 nd , 21 st Jan	Suzi Bond (John Brannan)	Butterfly walk	Confirmation of arrangements
4 th , 14 th , 17 th Jan; 18 th Feb	Northside Senior Ranger*** (John Brannan)	African Lovegrass	Request to arrange spraying along Springvale Drive by City Services
7 th Jan	Alison McLeod ****	Weed Control Effort in 2018	Passing on thanks to all ParkCare groups from Steve Taylor (Invasive Plants Coordinator)
13 th Jan	Friends of Aranda Bushland	AGM / New Year Party	
14 th Jan	Standing Committee on Environment and Transport and City Services (John Brannan)	Inquiry into Nature in Our City	Response to invitation to appear at Inquiry hearings
	Alison McLeod ****	2019 Activities	Request for information
17 th Jan	Northside Senior Ranger***	Fireweed alert	
18 th Jan	Lexi Williams, Offsets Ranger (John Brannan)	Meeting about Extension	Arranging meeting with fotpin representatives
22 nd Jan	Linda Roberts	2019 Heritage Festival	Reminder about submissions
23 rd , 24 th , 27 th Jan; 15 th Feb	Matt (Reserve user) (Warren Bond)	Dogs off leash	Message left on "Contact fotpin" requesting something be done about dogs off leash. Replied to and forwarded to Northside Seniors Ranger, ParkCare Ranger and Volunteer Programs Manager; Response received and forwarded

28 th Jan	ParkCare Ranger * (John Brannan)	Refilling of Water Tanks	Confirmation and thanks
29 th Jan	Alison McLeod ****	ParkCare Coordinators Meeting	Notification of meeting on 13 th Feb and Minutes of August meeting
	ParkCare Ranger *	Chemical Personal Protective Equipment	Reminder of equipment available from ParkCare
30 th Jan	Karissa Preuss. GCG	GCG Meeting	Reminder of meeting on 4 th Feb
31 st Jan; 6 th Feb	ParkCare Ranger* (John Brannan)	PNR Noticeboard refurbishment	Confirming state of play
5 th , 20 th Feb	Northside Senior Ranger*** (John Brannan)	African Lovegrass and Mowing	Expressing concern about mowing along northern end of Dowling Boundary Track; Requesting spraying, especially near access points
11 th , 21 st Feb	Yvette (GCG)	Ginninderra Catchment Group Newsletter	Call for contributions
	Alison McLeod ****	Frogwatch Census	Invitation to the official opening of the exhibition "Black Mountain in Miniatures"
13 th Feb	Alison McLeod ****	ParkCare Coordinators Meeting	Agenda for 13 th Feb meeting
14 th Feb	Northside Senior Ranger***	Japanese Honeysuckle alert	
15 th , 18 th Feb	Northside Senior Ranger*** (John Brannan)	Proposed shrub planting in Bottom Pinnacle	
18 th , 20 th Feb	Ian Rayner, Greening Australia (John Brannan)	Plants for Bottom Pinnacle Planting	
	Samantha Ning, Urban Treescapes (John Brannan)	Canberra Tree Week 2018	Inclusion of the autumn Bottom Pinnacle planting in the Tree Week program
21 st Feb	Alison McLeod ****	Volunteer Fringe Forum	Notification of forum of Fire Management in the ACT, 7 th March
22 nd Feb	Alison McLeod **** (John Brannan)	Track Repair	Request for repair of some track sections using the "Ranger Assist" program
27 th Feb	Northside Senior Ranger*** (John Brannan)	Clean-up Australia Day	Organising rubbish collection
	Yvette (GCG)	Ginninderra Catchment Group Newsletter	Now available
28 th Feb	Alison McLeod ****	Practical Herbicide Application for Volunteers	Announcement of training opportunity 20 th March

† for correspondence originating from fotpin, the correspondent is indicated in ()

* ParkCare Ranger: Marty Bajt

** Pinnacle Ranger:

*** NorthSide Senior Ranger: Michelle Nairn

**** Volunteer Programs Manager: Alison McLeod

***** Offsets Ranger

GCG: Ginninderra Catchment Group

LDA: Land Development Association

Attachment B. Coordinator's Report

Coordinator's Report March 2019

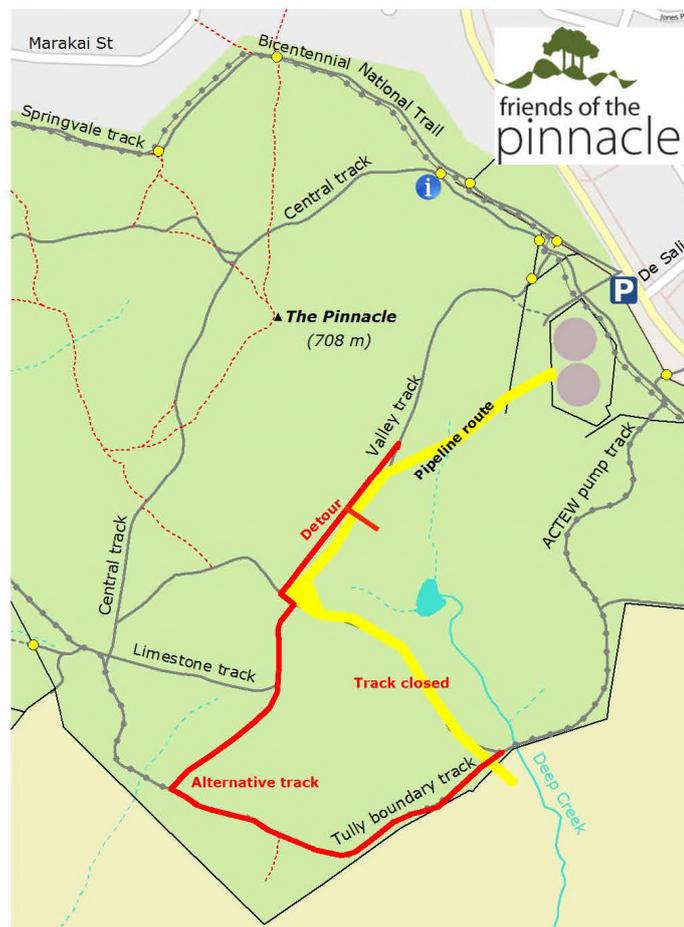
I don't think it came as a surprise to anyone when they announced on the News the other day that this summer was the hottest ever in the ACT. The very dry start to spring, the rain and heat that arrived in November and December, and then the unrelenting high temperatures in January have all combined to produce a remarkable season at the reserve.

The lack of moisture in spring suppressed the usual explosion of growth in the early-growing introduced pasture grasses, leaving the way clear(er) for the local native grasses to leap up when the rains arrived in November. The result has been delightfully luxuriant growth in the native grasses and wildflowers, making the reserve look especially lovely.

1. Molonglo Water Main

The most visible change to the reserve in recent months has been the progress of the water main being installed through the reserve, from the water storage tanks in Weetangera to the new suburb-to-be of Whitlam, south of William Hovell Drive. Temporary fencing has now been erected along the full length of the construction corridor, effectively cutting the reserve in half, and the trench digging has already reached the junction colloquially referred to as "4-ways" where the Valley track meets the track that runs past the dam.

Please note that we have asked the construction company (Woden) to keep a passage through the fence open to allow access to the dam from the western side of the reserve. The passage is roughly mid-way along the detour beside the fencing at the lower end of the Valley track. Here's a map showing the fenced corridor (yellow) and the detour and dam access track (red).



I need to acknowledge all the effort Warren has put into our end of this project. On top of all the other things he does for fotpin, Warren has also taken the lead role in our communications with the various organisations involved in the Molonglo pipeline construction and has been his usual thorough and competent self in getting information out to the membership about the progress of the construction. This includes taking the time to print out notices and put them up at various points around the reserve. Thanks Warren!!

2. PCS ParkCare Convenor's Meeting

PCS held the first Convenors' meeting for 2019 on February 12th at the PCS Stromlo depot. The key points discussed were as follows:

- Celebration of 30 years of ParkCare – This was raised by members of the ParkCare community as an opportunity to celebrate this milestone and to consolidate and review our achievements over that time. The consensus from the discussion was that we should have a full-day forum in which the various ParkCare groups can discuss their achievements and exchange information on what they have learned in the process. It was also agreed that it might work to combine the event with the ACT Landcare awards dinner scheduled for November. We agreed to appoint an organising committee to discuss the structure of the event, with a team from PCS to implement the committee's decisions. The committee includes myself and Kathy Eyles from Mt Taylor.
- Calendar – Alison showed us a draft version of a Calendar of Events for the coming year. Events on the calendar include ParkCare forums (Fringe Forums), training/education courses, Convenors' meetings and other events of interest to ParkCarers. Once the dates have been finalised, the calendar will be posted on the ParkCare Hub.
- Herbicide use training – This is a training session to supplement the Chemcert courses and will focus on the hands-on practicalities of weed-spraying and herbicide use in the reserves. The first of these courses is now scheduled for Wednesday March 20th from 9 am to 12 noon. Future training events will be paired with the formal 1-day Chemcert courses.
ParkCare Forums – A forum on weed identification with Steve Taylor was flagged (date to be announced). There will also be a Fringe Forum on March 7th to discuss the ACT Government's latest Regional Fire Management Plan, which outlines all the planned fire-related work for the next 10 years, including slashing, grazing and hazard-reduction burns. You can find out more on the [PARKCARE HUB](#).
- Template for flyers – Alison flagged PCS' intention to design a template flyer that can be used by all the ParkCare groups to produce their own flyers to hand out at public events or distribute in their respective areas. The ParkCare groups supply their own images and text and production is handled by PCS.
- Track maintenance – I also spoke to Alison on the issue of eroded tracks around the reserve, particularly the steep track immediately behind the houses on the northwest corner of the Forest block, which is becoming increasingly hazardous to navigate. She agreed to nominate the job of repairing the track as a "Ranger Assist" task, which hands management of the job to our local ranger with the assistance of volunteers who sign on through the ParkCare Hub.

3. Butterfly Walk

Suzi Bond once again led a very successful walk at the Pinnacle on January 20th. An impressive haul of butterflies included a Marbled Xenica among the Dainty Swallowtails at the Pinnacle summit and huge numbers of Chequered Coppers throughout the walk. We also came across numerous other interesting varieties of insect life, including some very colourful Fiddler and Flower Scarab beetles and, more significantly, a couple of Coconut Ant nests (they really do smell like coconut!). These are especially important as these ants are host to two locally rare species of ant-blue butterflies. Something to watch out for!

4. Clean Up Australia Day

March 3rd was fotpin's 4th Clean-up Australia Day event, and an enthusiastic group of around a dozen volunteers turned up to help rid the reserve of a substantial trailer load of rubbish of various types. The more interesting finds included several loops of fencing wire, a very nasty tangle of rusty barbed wire, a small safe (already emptied, alas), and a 20-litre bucket two-thirds full of solidified concrete, which Gilbert valiantly lugged several hundred metres back to base. Thanks to everyone who took part, including PCS's newest ranger and British import, Nick.

5. Upcoming Events

- **Hawker Primary School Fete -- Sunday April 7th**

I've just heard from the school, confirming that we'll be running our usual stall in the usual spot. I've asked PCS to set aside display boards for us and will be putting out a notice to the membership asking for volunteers in coming weeks.

- **Autumn bird walk – Sunday April 28th (9 to 11-30)**

I'll be running my usual walk looking at the reserve's Autumn birds, hoping that the honeyeater migration will be in full swing and that the winter migrants will be starting to arrive.

- **Bottom Pinnacle Planting – Sunday May 5th**

We've been given approval to proceed with this planting, along with offers of help from PCS. Greening Australia have set aside plants, and we should have sufficient tree guards and stakes to protect the 100 or so shrubs and trees we are planning to plant. If necessary, I will be organising a working bee in the weeks beforehand to collect some additional tree guards from our Autumn 2014 planting in the Bottom Pinnacle. Watch this space!

5. Offset

On February 6th, Warren and I met with Lexi (Alexi Williams), the new PCS Offsets Ranger. Lexi has been sidelined for several months with a rather nasty and complicated wrist fracture that has kept her out of the field. However, now she is getting back on top of things and we had a very informative chat with her about PCS's plans for the offset. There has already been extensive revegetation work in the offset, and they're having a surprisingly good survival rate for the new plants. They've also undertaken some weed control and erosion control work, though Lexi acknowledged that there was room for improvement in their efforts to deal with African Lovegrass in particular. She said that she will be using some of her budget to organise lovegrass control in coming months.

The other interesting news is her intention to use patchwork ecological burns, drawing on Richard Milner's findings about optimal thatch density to prevent excessive thatch levels from building up. We're hoping that this approach will prove to be a successful substitute for crash grazing as a way of reducing the fuel load. We finished our meeting by agreeing to arrange more regular communication in the future so that we can better coordinate our weed-control efforts.

John Brannan
4 March, 2019

Attachment C. Proposed Change to fotpin Management Rules

Proposed Change to fotpin Management Rules to provide more flexibility for filling office-bearer positions

As discussed at the Coordinating Committee Meeting held on September 3rd 2018, I propose that we ask the members to approve a change to Paragraph 9 of the fotpin Management Rules to address a couple of issues that have been causing problems for the efficient running of the Coordinating Committee with the limited interest of members willing or able to be actively involved in the Committee.

The proposals and the issues I hope they would address are:

- i. Abolish the Coordinator position and combine it with the Convenor position.
There has long been confusion between the two positions both within fotpin and with the outside bodies with whom we interact. Other ParkCare groups have a single position. Filling two positions with similar and overlapping roles has often been difficult. In order to keep the Committee the same size we could increase the number of ordinary members allowed to 4.
Changes required:
 - a) Remove “Coordinator” from paragraph 9(1)
 - b) Delete paragraph 11
 - c) Move the text in paragraph 11(2) to paragraph 10(2) as sub-para (c)

- ii. Modify the “two year rule” [Rules paragraph 9(5) – see page 2] that prevents any a member from holding the same office-bearer position for more than two years. While the intent of this rule is laudable (to maintain a rotation of fresh people through the roles) it has in fact just resulted in a rotation of the roles around the existing small group of people participating in the Committee and at times, such as this year, resulted in positions being vacant.
We have two options:
 - a) Remove paragraph 9(5) completely
 - b) Change “two years” to “five years”, or some other suitable number.

Changes are only required to three paragraphs: 9, 10 and 11. The suggested changes are on page 2.

Rules relating to changing the rules can be found on page 3.

Paragraph 28 specifies that changes to the rules can only be made at a Special General Meeting.

I believe that the membership would not disagree with us calling a Special General Meeting coincident with the AGM. It should be noted that the quorum requirements are, in any case, stricter for an AGM than an SGM.

Warren Bond
17 Feb 2019

Proposed changed paragraphs.**9. Constitution and Membership**

- (1) The Committee consists of a Convenor, Coordinator, Treasurer and Secretary and no more than three Ordinary Committee members elected pursuant to sub rule 9(3), plus any member co-opted under rule 9(4).
- (2) Members of the Committee are to be elected at each AGM, at first instance through nomination and majority vote of members. If no nominations are received for a particular position at the AGM, the elected members of the Committee may appoint FOTPIN members to the vacant office bearer positions.
- (3) Subject to these rules, all members of the Committee hold office until the conclusion of the AGM following their election but are eligible for re-election.
- (4) The Committee may co-opt additional members for particular purposes and periods.
- ~~(5) No member of the Committee may hold the same office for more than two years consecutively.~~

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- (4) The Committee may co-opt additional members for particular purposes and periods.
- (5) No member of the Committee may hold the same office for more than ~~two~~ **five** years consecutively.

10. Convenor

- (1) The Committee may appoint a Convenor if the members at an AGM have not made such an appointment.
- (2) Without limiting the functions of the Convenor the role of the Convenor includes to:
 - (a) call and preside over general and annual meetings; ~~and~~
 - (b) unless otherwise determined by the Committee, represent the group in communications with other parties; and
 - (c) organise group activities at the Pinnacle Reserve, including equipment and training.**

~~**11. Coordinator**~~

- ~~(1) The Committee may appoint a Coordinator if the members at an AGM have not made such an appointment.~~
- ~~(2) The Coordinator will be responsible for organising group activities at the Pinnacle Reserve, including equipment and training.~~

Rules applying to Changing the Rules

28. Alteration of Objectives and Rules

Neither the objectives of the group nor these rules may be altered except in accordance with these rules and by calling a Special General Meeting for such purpose

20. General Meetings and Special General Meetings

- (1) The Committee may convene a General Meeting whenever and however it thinks fit.
- (2) A minimum number of 6 members may request a General Meeting be held.
- (3) Any request for a General Meeting must:
 - (a) state the purpose(s) of the meeting;
 - (b) identify the members making the request; and
 - (c) be lodged with the Secretary.
- (4) The quorum required at a General Meeting called under this rule is 6 members.
- (5) If the Committee fails to convene a General Meeting within 4 weeks of the date on which a request for such a meeting is lodged with the Secretary, any one or more members making the request may convene a Special General Meeting to be held not more than 8 weeks after the date of the request.
- (6) A Special General Meeting will comply as nearly as practicable with the arrangements for General Meetings but requires a quorum of 10 members.

21. Notice of General Meetings

- (1) At least 14 days before the holding of a General Meeting the Secretary must arrange delivery of a notice specifying its place, date and the nature of business to be transacted.
- (2) Where the nature of the business proposed to be dealt with at a General Meeting requires a special resolution[see rules 28 and 31], the Secretary must, at least 21 days before the date fixed for the General Meeting, have notice delivered to each member specifying the intention to propose the special resolution in addition to the matter required under sub rule 21(1).
- (3) A member desiring to bring any business before a General Meeting may give notice of it in writing to the Secretary who will include it in the notice convening the meeting.
- (4) Only the business / motions specified in the notice convening the meeting under sub rule 21(3) are to be considered at the General Meeting.

22. Presiding Member The Convenor or, if absent, any other member elected by the Committee may preside at a General Meeting or Special General Meeting.

23. Making of Decisions

- (1) Questions arising at General Meetings or Special General Meetings are determined by a majority of votes. Proxy voting is not permitted.
- (2) In the event of an equality of votes on any question, the person presiding may exercise a second or casting vote

Attachment D. Response to Global Warming

It has been predicted that global warming will cause more dry conditions, longer spells of hot weather and stronger storms. As recently seen in Tasmania, it may cause more dry lightning strikes.

The above conditions are likely to cause more frequent fires and with the increased wind causing embers to travel further. Those of us attending the ParkCare Volunteer 'Fringe Forum' - Managing Fire in the ACT may be able to find out what is likely to be in the Strategic Bushfire Management Plan. However, this is a very broad scale plan for the whole of the ACT. It may give us an indication of whether the Ember Zone and Asset Protection Zones will be increased sometime in the future.

We should be planning how we should manage the reserve to reduce the risk of serious fire and also for a quick recovery after a controlled burn or low intensity fire. The sooner this is done the better as it will take many years for any of our efforts to take place. It is obviously better if PCS were to develop a generic plan or guide lines to cover all reserves. This should include a list of plants which are desirable in the Asset Protection zones such as plants with low calorific value and recover well from controlled burns.

Len Taylor
23 Feb 2019