

fotpin Coordinating Committee Meeting
Monday 12 December, 2011 7-30 pm

Minutes

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Attended: Warren Bond (Treasurer), John Brannan, Heather Burness, Vaughn Cox (Convenor)

1. Apologies

Don Driscoll

Prioritising the Agenda

[Item 19](#) (International Student Volunteer Proposal) was dealt with first because Mat Wolnicki needed to leave early.

2. Minutes of the Last Meeting (29 Aug 2011)

Moved Warren; seconded John; accepted unanimously

Business Arising from meetings of 29 Aug
Nil

3. Correspondence in and out / Business arising

List of Correspondence in and out was tabled by Pax
Moved: Pax; seconded: Heather; accepted unanimously

No business arising

4. Treasurer's Report / Business arising

Financial Statement for the period 1 July to 12 Dec 2011 was tabled by Warren
Moved: Warren; seconded: John; accepted unanimously

No business arising

5. Membership Report

Current Membership: 54

Total other interested people on email lists: 44

We welcome the new members since last meeting: Felicity Jones, Avinashi Saraswati, Simon Attwood, Alanna Cresp, Steven Portelli, Colleen St George, and Jackson St George.

The fotpin stall at the Weetangera Primary School Fete resulted in 5 new members and 6 additions to the email lists.

6. Convenor's Report

Report for the period 1 July to 29 August 2011 was presented by Pax. Highlights since the last meeting include:

- community planting day early October and preparation including post hole digging;
- increased spring weeding effort over 2010;
- rabbit burrow mapping to support Parks fumigation program;
- spring walks program; and
- completion of Grass Experiment surveys and treatments.

Moved: Pax; seconded: John; accepted unanimously

7. Governance

7.1 Re-consideration of incorporation

Pax contacted Environment Defenders Office for advice, which was recruiting a solicitor at the time. He has not heard back and will follow up.

Action Arising

Pax to follow up advice on incorporation from Environment Defenders Office.

7.2 Membership of peak bodies

Following a brief discussion it was resolved that Pax will prepare a discussion paper for the next meeting.

Action Arising

Pax to prepare a discussion paper on membership of peak bodies for the next meeting.

8. Weed Management

Warren presented a brief report on the current status of our weed management. Highlights included:

92 h for a total of 451

Already 65 in December

Very different weed management issues compared with last year

Better prepared with spray chemicals and teams; overall more volunteers

Despite increased funding to PCS, beneficial input from them has been small to date

Noted.

9. Native Grass Regeneration Project

No report.

10. Soil and Water Erosion Assessment Program

Pax reported that there was no further progress, but that the Ephemeral Drainage Line assessments would be completed after conclusion of peak weeding commitment.

He noted that there was some useful information on soil surface condition available in Sarah Sharp's report to the Commissioner for Sustainability and the Environment on management of the Canberra Nature Park.

11. Pilot Revegetation Project

John presented a brief report on the community planting day and plans for the future.

The planting day (9 October) was very successful despite poor weather. Next time, though, a later start would be better to allow more time for setting up.

There has been an exceptionally small loss of plants so far, probably helped by the agreeable weather; little watering has been required so far. The revegetation team is still evaluating the success of different guards.

Plans are being developed for another planting next Spring around the base of Pinnacle above the track. A similar mixture of trees and shrubs is envisaged, but different species. The revegetation team is currently working on a species list.

In other developments, John (and perhaps other members) will be trained in seed gathering, so the role hitherto covered by Malcolm Fyfe can be continued.

Noted.

12. North Kama Focal Point

Heather tabled a report of progress to date by the "shed group", highlights as follows:

- The plan is in draft form with comments welcome until end January.
- We are currently liaising with stakeholders, including: local school principals, ACTEWAGL, the local Ngunnawal
- PEEP meeting probably mid December as this is a linked project

- Contaminated site assessment still to be activated by PCS. It is now in the hands of the Mitchell office. This is holding us up.
- We could, if you wish, approve the draft plan for further work, but considering it is in draft form we could just give feedback for changes in broad terms.

Noted.

13. Belconnen Hills Woodlands Strategy

Pax reported that he and Heather met recently with Kate Boyd and Stuart Jeffress to discuss Greening Australia's proposals for The Pinnacle. Fotpin is to provide comments by 27 January 2012. He recommended that we agree in principle to proposals for Kama and Pinnacle, subject to further discussions with Parks and Greening Australia on the workplan and roles/responsibilities, and that on the basis of these we submit comments to parks by Feb 2012. This will need to be done out of session.

It was agreed that we ask for input from the whole membership and make the documents available via a public DropBox folder.

Actions Arising

Pax and Warren to bring this opportunity to the notice of members via an email and a notice on the website.

Warren to make the documents available via a public DropBox.

14. Information, outreach and website

14.1 Newsletter

It was agreed that we should continue to produce newsletters and that we would aim for one in mid January, using the list of articles previously developed.

14.2 Guided Walks

Heather reported on the Spring Walks program

Attendance:

- Rosemary's spring walks: September: 14; October: 5; November: 6
- John's Bird walk: 15
- Community Planting Day: 22
- The Great Walk to the River with Adrian Brown: 17
- Photography workshop: 17 booked, but cancelled due to rain.
Plan to reschedule this event.

Recommendations:

- that we look into some more regular (every 3 months ?) photography based activities, to be implemented later in 2012
- that we build 2 Grass Experiment survey days into the next Spring Program so that there is no clash with our flagship activity

Noted.

14.3 Pinnacle Environmental Education Project (PEEP)

Heather reported that Peter Kalyvas and Brian Dobbs are still working on this and have been in contact with John Brannan and John Fitzgerald. Heather will meet with them before Christmas.

Noted.

14.4 Pinnacle Noticeboard

It was agreed that the Noticeboard needs updating, and that Heather and Susan Cox would do this as soon as time permits.

Action Arising

Heather and Susan Cox to update the Pinnacle Noticeboard.

14.5 Website

Warren presented a brief report. Highlights included:

- 1200 unique visitors to the site since March 201 (we still get around 4 new visitors per day)
- The top 10 most viewed pages are: recent weeding, weeding effort, weather, calendar, governance, photo gallery, news, new content, about us, newsletters

Noted.

14.6 Flyers and Letterbox Drop

Flyers

The ones produced to date have all been used.

It was agreed that we would use the template and text for future flyers, the next one being for the Autumn walks program.

Letterbox drop

It was agreed that we need another letterbox drop, but unfortunately it is difficult to fund the printing of sufficient flyers for this.

It was agreed that we continue to seek to obtain funding for this.

14.7 School fetes and shopping centre displays

Pax reported that the Weetangera Primary School fete stall was very successful and attracted 5 new members (one of whom has recently completed the Chemcert course and become an active sprayer). The kids quiz prize was awarded to Jessica Treloar.

He and John added a special thank you to Malcolm Fyfe for his assistance in preparing plants for sale.

It is suggested that we put in a presence at the Hawker Primary School Fete in March as well.

John reported on the combined display with Friends of Aranda Bushland and Mount Painter at Jamison Centre staffed by him and Elizabeth Smith. There was no direct interest, perhaps because Jamison Centre may not be our catchment. He suggested that we explore the possibility of a display at the Hawker Shopping Centre

Noted.

14.8 Other public engagement

- Tim the Yowie Man publicised the Spring Walks Program photo workshop;
- Pax and Elizabeth Smith made a Video Blog with Mary Porter (yet to appear).
- Heather and Pax are working on an article to be included in a Parkare book put together by Southern ACT Catchment group.
- Heather and Warren spoke to the Belconnen Rotary Club about fotpin.

14.9 Social event

It was agreed that we will hold another Australia Day event in 2012 similar to that in 2011.

Action Arising

Warren to foreshadow an Australia Day event on the website calendar.

15. CIT student projects

Heather reported that, despite several attempts, there has been no further contact with CIT staff, in part because our original primary contact at CIT has left. Pax has been contacted by one student to finalise his project. to find out progress.

It is disappointing, but the Committee agreed that we not pursue this program in 2012.

16. Green Team

Pax reported that Green Team trainees undertook some rabbit warren mapping in North Kama and Bottom Pinnacle on 3 days in early November, with input from him and Warren. It was not a huge success, with the output of the three days being quite small relative to the effort required to set it up.

17. Operational Planning with Parks & Conservation Service

Pax reported that PCS will soon circulate the next version of the draft "Pinnacle Operational Plan", which is to include fotpin activities. He will circulate it for comment when received.

Action Arising

Pax to circulate revised Operational Plan draft when received and collate comments.

18. Biodiversity Monitoring Project

John and Elizabeth attended a planning meeting, and Elizabeth attended a training session. There will be a follow up session on site with groups in January, with Sarah Sharp.

It was suggested that we need more information on what is involved, the resource requirements, and how it fits into fotpin overall.

19. International Student Volunteer Proposal

Mat Wolnicki spoke to his proposal of 24 November and outlined the key features of the scheme, including that it is intended that both fotpin and the students get something out of it, there would be about 10 students, they would have a leader with them who was responsible for them, and that the sponsoring group is provided with \$35/day to cover transport, food (cook themselves) and accommodation. Fotpin would have to organize the provision of food and accommodation; Mat has already made enquiries about the latter and believes it is possible. It is likely that they will need additional funding. If there is inclement weather, they would look after themselves.

A decision on whether or not fotpin wishes to be involved is required before Christmas.

It was decided that it would be difficult for fotpin to be in a position to make a firm decision on this before Christmas, and that therefore (a) the offer be passed on to PCS, and (b) fotpin look at the possibility of 2013.

It was agreed that fotpin should engage with the community and in cross cultural activities, but such activities should not detract from our core activities, or place us at financial risk.

20. Miscellaneous

- A brief discussion was held about the timing and format for the AGM
- The Committee noted that Malcolm Fyfe has had to withdraw from some activities of fotpin, and thanks him for his many contributions in helping it to form and since.

21. Next Meeting

The next Coordinating Committee meeting will be held on Monday 13th February.

Meeting Concluded 9-30 pm

22. Summary of Actions Arising

- 1) **Pax** to follow up advice on incorporation from Environment Defenders Office.
- 2) **Pax** to prepare a discussion paper on membership of peak bodies for the next meeting.
- 3) **Pax** and **Warren** to inform members of the opportunity to comment on the Belconnen Hills Woodland Restoration Plan via an email and a notice on the website.
- 4) **Warren** to make the draft Belconnen Hills Woodland Restoration Plan available via a public DropBox.
- 5) **Heather** and Susan Cox to update the Pinnacle Noticeboard.
- 6) **Warren** to foreshadow an Australia Day event on the website calendar.
- 7) **Pax** to circulate revised Operational Plan draft when received and collate comments

23. Tabled Reports/papers/ documents

- 23.1 [Agenda Item 2: Action list from meeting of 29 May 2011](#)
- 23.2 [Agenda Item 4: Treasurer's Report](#)
- 23.3 Agenda Item 12: Shed Group Report

Treasurer's report attached. Other reports/papers available from the Minutes Secretary, Warren Bond.

23.1 Agenda Item 2: Action list from meeting of 29 Aug 2011

- 1) **Don** to obtain financial statements from GCG for grass project regularly as required
- 2) **Pax and Don** to agree on acquittal procedures for grants
- 3) **Warren** to approach PCS to repay fotpin for the consumable expenses
- 4) **Pax** to revise operating plan and send to PCS
- 5) **Don** to remind Nadia (PCS) to organise a meeting with fire folks regarding burning of the Grass Experiment plots
- 6) **Warren** to update the list of committee members' roles on the web site.
- 7) **Pax and Heather** to explore the issues (costs and benefits) surrounding incorporation and report back as soon as time permits.
- 8) **Warren** to arrange membership of MCG.
- 9) **Pax** to coordinate a program of activities for Green Team Participation on The Pinnacle.

23.2 Agenda Item 4: Treasurer's Report

Friends of The Pinnacle Statement of Receipts and Payments For the period 01-Jul-2011 to 12-Dec-2011

Opening balance on 01-Jul-2011		\$429.45
Receipts		
Membership	\$20.00	
Interest	\$0.11	
		<u>\$20.11</u>
Payments		
Stationery	\$19.00	
Equipment	\$28.55	
		<u>\$47.55</u>
Surplus of receipts over payments		<u>-\$27.44</u>
Closing balance on 12-Dec-2011		<u><u>\$402.01</u></u>
Reconciled to:		
CPS Account 03356841	\$283.41	
Petty Cash	\$118.60	
		<u>\$402.01</u>
Less unrepresented Cheques	\$0.00	
Total		<u><u>\$402.01</u></u>

Warren Bond
Treasurer
12 Dec 2011

23.3 Agenda Item 12: Shed Group Report

Shed report (Heather Burness)

- The plan is in draft form and tabled for your input. (see attached file with this email). Please get back to me by end January
- We are in stakeholder liaison phase.
- Liaison with some local school principals will be undertaken by end of this academic year and will cover introduction and flagging of the project.
- I have been in email contact with ACTEWAGL with the Draft Project Brief and the fixtures and renovation list which met with positive responses from James O'Brien
- Mary Porter has been in contact with Mark Sullivan, CEO of ACTEW (Water provider) and there is a commitment to provide water tanks to the site once all other work is done. This does not preclude ACTEWAGL (energy provider) from deciding in favour of providing labour as in kind support and some infrastructure.
- I am intending to contact the local Ngunnawal via Adrian Brown in regard to this project as well
- PEEP meeting probably mid December as this is a linked project
- Contaminated site assessment still to be activated by PCS. It is now in the hands of the Mitchell office with Stuart Jeffress, Stephen Halley and Dave Whitfield. This issue needs constant monitoring by me to keep abreast of its progress (or lack of as the case may be).
- We could, if you wish, approve the draft plan for further work, but considering it is in draft form we could just give feedback for changes in broad terms.