



Coordinating Committee Meeting

Monday 15 Sep, 2014 7-30 pm

Minutes

Present: Vaughn Cox (Pax), John Brannan, Warren Bond, Carolynne Parker, Keith Thomas, Elizabeth Smith, Denise Hall.

1. **Apologies - Nil**
2. **Minutes of the Last Meeting / Business Arising**

Moved: Pax. Seconded: Elizabeth; Accepted

Actions from June meeting (see [Attachment A](#))

3. **Correspondence in and out / Business arising**

In the July- September period 70 pieces of correspondence were recorded.

The 28 outgoing correspondence consisted of responses and coordination on subjects including:

- Strategic Bushfire Management Plan
- The Jamison Centre Display
- Planned guided walk at the Pinnacle
- Spring plantings (to be postponed till next Autumn)
- Grass experiment results
- The Kangaroo survey
- The FOTPIN Annual Work Plan.

The 38 incoming correspondence included:

- Strategic Bushfire Management
- Training workshops and opportunities (weed control)
- Newsletters from various groups including other Friends of, Frogwatch, Gang gangs.
- Conference opportunities
- Cities of food
- Kangaroo survey - request for volunteers
- Fire trail grading
- Report on vandalism at the Pinnacle
- Request for Annual Planning
- Photo competition

There has been a bit of email traffic within the CC re:

- Offset
- FOTPIN newsletter

All correspondence has been saved to Dropbox and circulated to members.

4. **Convenor's Report**

Pax reported a busy start to what is usually a hectic spring period. Highlights since the 2014 AGM include:

- a planning meeting with ACT Parks in mid-late August, where we agreed to shared priorities for weed control across the Reserve, North Kama and Bottom Pinnacle, and to

joint spring activities including track erosion control, bottom of the ACTEW tanks and fence removal;

- commencement of the spring weeding program, and strong signs that the autumn saffron, Paterson's Curse and St John's Wort control was beneficial;
- confirmation from ACT Parks that the hazard reduction burn associated with the Forest has been postponed to next autumn;
- knowledge that a portion of North Kama is to be an offset for the loss of box gum woodland associated with a hospital planned adjacent to the University of Canberra campus; and
- Warren will be presenting fotpin weed control activities and effort recording systems to a Parkcare coordinators meeting in the near future.

5. Coordinator's Report

John tabled the previously circulated Coordinators Report (see [Attachment B](#)) which included:

- Spring Walks
- Planting Day
- Joint Parkcare display at Jamison
- Seating at the Pinnacle

Noted

6. Treasurer's Report / Business arising

Warren tabled the previously circulated Treasurer's Report ([Attachment C](#)) and moved that it be accepted. Seconded: Keith; Accepted.

The report included a request for approval to reimburse Warren for the expense of renewing the fotpin domain name registration.

Elizabeth moved that the expenditure be approved; Seconded: Pax; Approved.

7. Membership Report

Warren reported that our current membership stands at 70 (a net increase of 1 since the June meeting).

The number of other people who have requested to be on our email lists is 92.

Noted.

8. Weed Management

Warren reported that the last 3 months (June to August) have been quiet on the weeding front with just 80 hours recorded for the period. This is in large part because of the weather and the fact that there are not too many of our traditional weed targets in evidence at this stage. The number of Saffron thistle rosettes is well down on autumn (contributed to by the intense spraying campaign carried out then), and Paterson's curse numbers are as yet much lower than last year.

A report for the completed [2013-14 weeding season](#) may be found on our website.

Noted.

9. Website

Warren reported that there had been no major changes to the website in the last 3 months. Main additions have been a summary of Don Driscoll's report on the Grass Experiment, the August Newsletter and the weed effort summary for 2013-14.

The number of unique visitors to the website in each 3 month period continues to increase steadily. Popular pages in this period were “About the Pinnacle” and “Recent weeding”, which tied for the most sought after pages, “Kangaroo Management”, “Walking home page” and the summary of Don’s talk to the AGM all about equal, followed by “Walking Track maps” and the Newsletter.

Noted.

10. Native Grass Regeneration Project

The Committee discussed whether further action is planned.

Action: Pax will follow up and report to the next meeting.

11. Revegetation

John reported that the next stage of the revegetation program will not take place until Autumn 2015, instead of Spring this year as originally proposed. Ranger Anthony has been asked to get formal approval and John has given him all the information requested.

A template has been developed to be used for planning for future understorey plantings.

12. Focal Point (Keith)

Keith and Elizabeth reported that they are focusing on what people want. A comprehensive stakeholder list has been compiled and circulated to Committee members. (Attachment D, circulated to committee members.). Keith invited the committee to get back to him with extra suggestions and comments.

13. Information and outreach

- Newsletter (Elizabeth)

Elizabeth reported that she received positive feedback on the recently circulated newsletter. She agreed to send a copy of the comments received to Committee members.

The next edition will focus on the plantings that have taken place since the early 1990s and include before and after photos that demonstrate the improvement since the 1980’s. She requested feedback on the draft outline she had circulated.

It was agreed that future newsletters and communication with the FOTPIN membership would be sent from the Convenor or Coordinator to ensure consistent messages are delivered.

- Spring Walks Program (John)

John reported that the Indigenous Walk has been confirmed for 9 November. Tyrone and Wally Bell have agreed to conduct the walk for us at no cost – a good outcome.

John will fit in his bird walk after consulting with Craig Wainwright on the date for his walk.

Action: John will contact Craig to confirm a date for the post-settlement history walk.

Once dates have been locked in, posters will be produced and displayed. Schools will be notified so they can share the information with parents.

- Jamison Centre Display in September (John)

This item was covered in the Coordinator’s report. John commented that FOTPIN volunteers were well represented on the roster.

14. Location for proposed seats to be provided by the Parks and Conservation Service (John)

The Committee discussed the constraints associated with selecting sites for the proposed seats to be provided by PCS. Accessibility is an issue. Expectations will need to be managed. John

will develop a framework for the selection of sites and provide options. FOTPIN members will be invited to vote on preferred sites.

Action: John to send an email to members seeking input.

15. Review of roles of Committee Members

see www.fotpin.org.au/governance.html#roles

Committee Members were reminded that they should read the FOTPIN rules so they know what is expected of them by the membership. And they should act in accordance with the rules.

Action: Pax will review the governance rules out of session. He will include that emails to members will be sent from the Convenor or Coordinator. To be discussed again at the next meeting.

16. Biodiversity Offset in North Kama (Warren)

Warren summarized the currently available information about the Offset area in North Kama to be activated as an offset for a development at the University of Canberra site. The area of about 20 ha comprises the eastern end of the North Kama property, bounded by Bottom Pinnacle on the east and the Kama paddock of the Reserve on the north, and will provide a bridge between the Pinnacle and Kama Nature Reserves. The timing for the offset activation is not yet known to us.

17. Other Business

- BBQ

The Committee agreed to hold a simple freshly cooked sausage and onions on bread BBQ in conjunction with John's bird walk. The BBQ will be sourced from GCG. Coordination was not discussed at the meeting.

- Pinnacle Clean up

The Committee discussed the need to clean up rubbish that has accumulated within the Park. It was agreed to have it coincide with the National Clean Up Australia Day on 1 March 2015. This gives us time and opportunity to engage with our membership. Weeders will be asked to waypoint rubbish.

Action: The Convenor and Coordinator to organize the clean up to coincide with Clean Up Australia Day on 1 March 2015.

- Effort numbers

The Committee discussed the need to record the time we spend doing any work related to FOTPIN. This includes attending meetings and training, workshops, weeding etc. The information is used by Parkcare and it is important that we provide it to them.

Action: John will check with Jasmine then develop a template for Committee members to use for non-weeding activities. He will put the template on Dropbox for those people with access to input direct. Members without Dropbox, should send figures to John.

- Letterboxing

The Committee discussed the need to advertise FOTPIN, our Spring walks program and the BBQ. It was decided to conduct a letterbox campaign as soon as all the information was available.

Action: Elizabeth to coordinate with the help of maps provided by Warren.

18. Proposed date for next meeting

The next meeting will be held at 7.30pm on 8 December at Pax's

Meeting closed at 9.05pm.

Attachment A. Item 2. Report against Actions arising from the meeting of 16 June 2014

13. Fire management

ACTION: **John** to follow up initially with Craig Wainwright about TAMS etc consistency on decisions re burns in reserves, especially the Pinnacle.

Completed. The burn has been put off till Autumn. We don't know if there are plans to burn in the Eastern section of the reserve.

15. Soil and Water Erosion

ACTION: Maintenance is needed on some of the coir logs on the Bottom Pinnacle. **Pax** to coordinate. (In train.)

Agreement with PCS that this will be a joint activity. Ant will let us know.

18. (e) Noticeboard

Noted that Pax has the key.

ACTION: **Elizabeth and Denise** to follow up.

John and Elizabeth met with Nola McKeon and Denise Hall as a precursor for getting the Noticeboard sorted out.

21. Other Business

ACTION: **John** to contact Jasmine and Nina at PCS re policy on seats in the Canberra Nature Park.

John reported that the process will be slow. One seat will be provided as part of the Parkcare celebrations.

Attachment B. Item 5. Coordinator's Report

1. Spring Walks Program

The key walk in this year's program is the Aboriginal Heritage Walk, so I've focused on getting that in place before arranging any others. Wally and Tyrone Bell, who led last Autumn's very successful walk, have agreed to lead another walk, this time for free (the last walk was paid for under an ACT Govt grant via GCG) starting from de Salis St and looking at the eastern end of the reserve. They nominated Sunday November 9th, starting at 9.

The other walks will be my bird walk (possibly combined with John Fitz or Rosemary to cover the plants/orchids) and a rerun of Craig Wainwright's walk looking at the post-settlement history of the Pinnacle. I haven't yet settled on a date with Craig, but expect to do so in the coming week.

Once the dates and other details are all set, I'll knock up this season's A3 poster and get the details out to the membership and other interested parties.

Related to this, the fotpin BBQ also needs to be scheduled and planned for.

2. Planting day

I had hoped to run another complementary planting this Spring, but GA no longer has the shrubs we need for the planting, so I've decided to put it off until the Autumn. I was also advised by GA that if we were planning a Spring planting, it should happen during September, not October as I'd originally planned. That would mean too little lead time for my liking, so another reason to put it off. I've arranged with GA for our plants to be available in Autumn.

The proposed planting will be fairly small (100-150 plants only) either side of the Valley track in Central paddock (see map). The aim is to create some understorey below the woodlands that were planted in the 1980s and 1990s, and to vegetate some of the bare ground under the trees on the eastern side of the track. The plants will be mostly native shrubs, with a selection of native groundcover species (grasses and forbs).



3. Joint ParkCare Display at Jamison Centre, 26-28 September

This appears to be progressing nicely, though the event proper is being coordinated by Jean Geue of FOAB, whose Internet connection is on the blink. Consequently, there have been some delays in getting responses from her. If she can't get it sorted out, I've agreed to take over the overall coordination, if need be. There was a great response from the fotpin membership, as usual, with about 10 people putting up their hands to do stints on the stall, including MLA Mary Porter. I've attached the current roster to this document. Jean's hoping she'll get a bit more help from some of the other groups.

4. Seating at the Pinnacle

The most recent conversations at the planning meeting with PCS suggest that the seats will arrive gradually over a long period, possibly years. I am planning to come up with a list of possible locations and send it out to the membership for their input. Haven't had time to address that issue yet.

John Brannan
15 Sep 2014

Attachment C. Item 6. Treasurer's report**Statement of Receipts and Payments
for the period 01-Jul-2014 to 31-Aug-2014**

Opening balance on 01-Jul-2014			\$517.60
Receipts			
Membership and donations	\$10.00		
		<u>\$10.00</u>	
Payments			
Nil	\$0.00		
		<u>\$0.00</u>	
Surplus of receipts over payments			<u>\$10.00</u>
Closing balance on 30-Jun-2014			<u><u>\$527.60</u></u>
Reconciled to:			
"Beyond Bank" Account 03356841	\$314.70		
Petty Cash	\$212.90		
		<u>\$527.60</u>	
Less unpresented Cheques	\$0.00		
Total		<u><u>\$527.60</u></u>	

Notes:

1. Funds to the value of \$241-78 (at 30 June 2014) are also held by The Ginninderra Catchment Group for general use by fotpin.
2. Ginninderra Catchment Authority holds and administers in fotpin's name residual funds from the Commonwealth Caring for Country Grant and the Labor Club Grant (both for the Native Grass Regeneration Project) and Spicers (for the 2011 tree planting project).

Warren Bond
Treasurer
11 September 2014