

fotpin Coordinating Committee Meeting

Monday 23 April, 2012 7-30 pm

Minutes

Contents

1. [Apologies](#)
2. [Minutes of the Last Meeting](#)
3. [Correspondence](#)
4. [Convenor's Report](#)
5. [Treasurer's Report](#)
6. [Membership Report](#)

Programs

7. [Weed Management](#)
 8. [Native Grass Regeneration Project](#)
 9. [Soil Erosion Project](#)
 10. [Biodiversity Monitoring Project](#)
 11. [North Kama Focal Point](#)
 12. [Belconnen Hills Woodlands Strategy](#)
 13. [Rabbit monitoring](#)
 14. [Kangaroo Survey](#)
 15. [Information, outreach and website](#)
 - 15.1 [Newsletter](#)
 - 15.2 [Guided Walks](#)
 - 15.3 [Pinnacle Environmental Education Project](#)
 - 15.4 [Pinnacle Noticeboard](#)
 - 15.5 [Website](#)
 - 15.6 [Flyers and Letterbox drop](#)
 - 15.7 [Hawker Primary School Fete](#)
 16. [Occupational Health and Safety Guidelines for fotpin](#)
 17. [ACT NRM Council weed control forum](#)
 18. [Seed Collection Workshop](#)
 19. [Other Business](#)
 - 19.1 [PCS ParkCare Reporting requirements](#)
 - 19.2 [Annual General Meeting](#)
 20. [Next Meeting](#)
 21. [Summary of Actions Arising](#)
 22. [Tabled Reports/papers/ documents](#)
-

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

1. Apologies

Nil

2. Minutes of the Last Meeting (13 Feb 2012)

Moved Pax; seconded Heather; accepted unanimously

Actions from previous meeting completed except for:

1. Pax to follow up advice on incorporation from Environment Defenders Office. Environmental defenders office unable to help and suggested we go to the Law Society. Not followed up because not a priority. Recommend that next CC considers whether this is an issue of concern.
2. Pax to prepare a discussion paper on membership of peak bodies for the next meeting. Not done
7. Heather and Susan to update the Pinnacle Noticeboard. Not done. See [item 15.4](#) of this meeting.
- 10 Pax to circulate revised Operational Plan draft when received and collate comments Revised Operational Plan not yet received from Parks.

3. Correspondence in and out / Business arising

The Convenor circulated correspondence by email and placed correspondence and attachments in dropbox for Committee members to view.

Noted.

No business arising

4. Convenor's Report

Yet another active period since the last CC meeting with:

- preparations underway for the woodlands plantings;
- our first erosion control works (in Bottom Pinnacle) was completed 14 April, with plans for more of this in winter;
- the weeding program is as strong as ever, having exceeded our effort targets and some indicators of success;
- our autumn walks program;
- a successful inaugural fotpin stall at Hawker Primary School;
- our presentation at the ACT NRM Council's Weed Forum; and
- our membership keeps growing!

Noted.

5. Treasurer's Report / Business arising

Financial Statement for the period 1 July to 23 April 2012 was tabled by Warren.

Moved: Warren; seconded: Pax; accepted unanimously

No business arising

6. Membership Report

Current Membership: 56

Total other interested people on email lists: 34

We welcome two new members since the last meeting: Tamara McKee and Scott Wilkinson. There has been some attrition on the non-member email lists, for a variety of reasons.

Noted.

7. Weed Management

Details of the progress of our weed control to the end of March are reported at www.fotpin.org.au/weeds/weed_effort.html.

Warren summarised some of the highlights:

- much greater effort that has been able to be brought to bear this year compared with last year despite two very wet months (February and March);
- the unseasonal mild and humid weather accompanied by significant rainfall produced another wave of germination of many weed species, so the extra effort has been extremely useful.;
- Paterson's curse, which had hardly been present until then was awakened by the February rainfall and has been a significant, though manageable, control issue;
- another wave of Verbascum and Thistle germinations also occurred, and the Nightshade and Fleabane continued to do well;
- control of the priority species (Paterson's curse, Spear thistles and Verbascum) has been satisfactory. While a significant amount of seed head bagging of thistles (and to a lesser extent Verbascum) has been required, we are approaching winter with virtually no Verbascum stalks on the reserve and significantly less thistle seed heads than last year. We hope that this will be reflected in reduced germinations in future years;
- the annual target total weeding effort was passed in early April.

Noted.

8. Native Grass Regeneration Project

Don reported that:

- analysis of the 2011 plant data is underway, but incomplete. The experiment design has complicated the statistical analysis. However, initial analyses suggest that the sugar plot has reduced numbers of exotic species, and it is possible that there are increased numbers of exotics on our crop and slash treatments inside the fence, but not outside of the fence. In general, there are strong effects of fencing on cover, but there appears to be little effect on the number of species. These findings should be treated as preliminary.
- Sugar was applied to our sugar plots in April. The next application is in August.
- Slashing can occur at any time from now, but it would be good if it was left until it gets colder to be sure that the plants are not going to grow before spring.
- August will be the right time to spread the crop seeds again.
- Plans will be made soon for this year's plant survey

Noted.

After discussion it was agreed that:

- Slashing be planned to minimise overlap with the requirements of Spring weeding. The first slashing treatment is proposed for July, which should not cause a problem. The

second round of slashing takes place after the plant surveys, roughly late October to mid December and will require interleaving with weeding activities.

Action Arising

Don to promote the findings of the data analysis of the grass project among the groups who have helped with the project once the analysis is finished.

9. Soil Erosion Project

As mentioned in the Convenor's report our first erosion control works event was held on 14 April 2012. A report, with images, was provided to the webmaster, and is now on the website: www.fotpin.org.au/erosion-control_120414.html. Coir logs and brush were installed in the highest risk gully in the Bottom Pinnacle, following guidance from member David Tongway. Since then David has visited two other sites originally assessed for inclusion in the works and revised the requirement for those; about 120 more core logs are required. We have foreshadowed the need with Parks, who are suggesting they may be funded in next year's budget.

The Committee thanks David Tongway for his expert assistance.

10. Biodiversity Monitoring Project

John reported that the main task accomplished since the last CC meeting was tagging, waypointing, identifying and measuring the health of every plant in the October 2011 planting. Elizabeth and I tagged each plant with a numbered copper tag and recorded the details of the plant (species, guard type, health and height). This data will provide a baseline for future monitoring.

At the time of the survey/tagging, 3 plants were identified as clearly dead. Since then, approximately 12 more have apparently died (probably due to excessive moisture levels), and 3 more have been planted as part of the photoshoot organized for the Spicers/Landcare Australia book.

The remaining surveys for the one 50m x 20m plot we have marked out still needs to be completed and we also need to mark out a second plot and survey it.

Noted

11. North Kama Focal Point

Heather reported that the "Shed Group" met on March 3 to work through strategies to move forward.

It met again on April 3 for an update meeting with PCS. PCS expected that the cost of the site assessment is likely to be \$30,000 as the woolshed interior also needs to be tested. This was not currently within PCL budget.

We asked if a staging of the assessment was possible which PCS will look into and tell us of the results in about a month.

The shed group agreed that it will be necessary to lobby for the funds to be spent on the site assessment. Mark Burness agreed to outline a lobbying strategy.

Noted.

12. Belconnen Hills Woodlands Strategy

John reported that the broad planning has been completed, but the details are still to be determined. Greening Australia is taking the running on the implementation, but there will be opportunities for community plantings in which foptin participates, likely in Spring. We are awaiting further contact.

Noted.

There was discussion of the details, including species selection.

13. Rabbit monitoring

Pax reported that Warren continues to supply Parks with up to date information on the location of active warrens that weeders encounter in their passes through the Reserve.

Rather than undertaking systematic rabbit warren mapping, as before, Pax and Warren have decided it more efficient to rely on marking warren locations as we go about our weed control activities as our prime survey method. Combined with the information available from previous detailed surveys in Bottom Pinnacle and North Kama (there is a tendency for treated warrens to be reopened rather than new warrens formed), this should provide sufficient information.

After discussion it was decided that for the time being an annual detailed survey was still warranted, especially as a lot of new warrens seem to be being opened in response to the very effective treatment of old warrens. It was agreed that we would liaise with parks to determine the best time of year for a since annual survey to be carried out, with a view to avoiding other peak activity times.

Action Arising

Pax or **Warren** to contact Parks to ascertain the appropriate timing for an annual rabbit survey.

14. Kangaroo Survey

The next kangaroo survey is planned for Sunday 10 June. This is difficult because it's the long weekend, but constrained by Parks.

Pax is recruiting people for the task.

Action Arising

All CC members to help recruit people for the kangaroo count so that we have enough for the task.

15. Information, outreach and website

15.1 Newsletter

Elizabeth Smith has been undertaking preparation of the next newsletter. The articles are now completed and awaiting production.

Noted.

15.2 Guided Walks

Heather reported on the Autumn Walks program

Attendance so far:

- Rosemary's third Saturday walk on 17 March: 1 new taker
- John's Bird walk: 6

- Down the Creek with David: 7
- Rosemary's third Saturday walk on 21 April: "the usual takers"

Heather also reported that there had been a request for walks suitable for kids.

Noted.

There was discussion about the future of the Third Saturday walks, Rosemary having indicated that she was considering discontinuing them.

15.3 Pinnacle Environmental Education Project (PEEP)

Heather reported that Peter Kalyvas updated her on his and Brian Dobbs' progress recently. They have had to revise their strategy to meet curriculum requirements, and particularly to align with the school's existing environmental studies programs.

They will keep us informed of progress.

Noted.

15.4 Pinnacle Noticeboard

Heather reported that there has been no action on updating the noticeboard yet. She also said that she had been thinking about having themed displays (describing our issues and projects) that were changed at irregular intervals.

Action Arising

Heather to plan some occasional themed displays on the noticeboard.

All CC members to contribute information that might be used for these displays.

15.5 Website

Warren presented a brief report. Highlights included:

- recent new additions include: photo galleries (Australia Day 2012, planting Day 2011, Pinnacle fungi), monthly rainfall history for Weetangera weather station, three new walker's blogs, a description of the erosion control day on 14 April, as well as the regular weeding effort updates;
- website usage continues steadily at an average of 10 different users per day, rising to 30 during times such as early April when Update #8 was released;
- the top 10 most viewed pages in the last 3 months (excluding logging pages) were: recent weeding (315), weeding effort (200), weather (195), autumn walks program (79), calendar (64), photo gallery (64), news (63), weeding maps (61), pinnacle map index (56), new content (55);
- visits to other 'topical' pages in the last 3 months: kangaroo sweep count (49), kangaroo management on the Pinnacle (36), fotpin weed forum contribution (11), erosion control on 14 April (10).

Noted.

Don suggested that we consider the opportunities for interacting with our members and other interested people offered by *facebook* and *twitter*, and it was agreed that it was worth exploring

Action Arising

Warren to investigate using *facebook* and *twitter*.

15.6 Flyers and Letterbox Drop

Heather reminded us that it was agreed at the last meeting that we need another letterbox drop, and that we should try to obtain funding for this.

After discussion the Committee decided to look at the possibility of a black and white design to reduce the cost and practicality of printing.

Action Arising

Heather to get comparative quotes for the printing of 1000 A5 flyers in Black and White and Colour.

15.7 Hawker Primary School Fete

Heather reported that she ran the stall at the fete on April 1 with the help of Alison Milton, Elizabeth Smith and Mark Burness. She thanked Sue and Pax for the “Fete Kit” and some updated information from from PCS.

There were 3 prizes donated by Heather for the fotpin Kids Club Quiz drawn by Mary Porter. Winners were announced on our website with photos.

Noted.

16. Occupational Health and Safety Guidelines for fotpin

Elizabeth Smith has prepared draft OH&S guidelines for members working on the Reserve and circulated it to the Committee for consideration (tabled).

The Committee decided that this was a worthwhile document to have and will work on it out of session to finalise the draft.

Action Arising

Heather to coordinate the review and finalizing of the draft OH&S Guidelines.

17. ACT NRM Council weed control forum, March 2012

Pax reported that his presentation to this forum had gone well and that he had prepared a brief report that was added to our website. (www.fotpin.org.au/misc/ACT_weeds-forum_2012.html)

Noted and Pax thanked.

18. Seed Collection Workshop

John tabled a report on the workshop.

Main points as follows:

- Attended by John Brannan, Heather Burness, Mark Burness, Len Taylor, Avinashi Saraswati from fotpin and 3 others from Friends of Mt Painter
- Seed collection sources and the permits required plus OH&S issues
- References and other sources of further information
- Seed collection and storage methods
- Record-keeping procedures (Greening Australia’s Seed Collection Field Data Sheet)
- Practical demonstration of seed collection and identification at the Pinnacle NR

The logistics of propagation were discussed.

Action Arising

John to draw up a plan for seed collection and propagation.

19. Other Business

19.1 Failure to meet PCS ParkCare Reporting requirements

Warren noted that we have not been complying with the request for reporting volunteer hours to PCS since October last year.

This is partly because of receiving incomplete information for reporting, but also complicated by: (a) no unified reporting procedure, (b) poor understanding of the procedures we do have, (c) requirements of PCS being paper-based, which is difficult for us because we rarely see each other to exchange bits of paper, (d) lack of clarity about exactly what is required by PCS, (e) poor record keeping by team members, in part because of unclear procedures.

Action Arising

Warren to remind members leading activities on the Reserve of the need to complete a sign-on form and send the completed form to him in a timely manner for collation.

19.2 Annual General Meeting

We need to start planning for this, including providing adequate notice to members, obtaining a venue, encouraging new office bearers, etc.

20. Next Meeting

The next Coordinating Committee meeting will be held on Monday 9th July.

Meeting Concluded 9-45 pm

21. Summary of Actions Arising

- 1) **Don** to promote the findings of the data analysis of the grass project among the groups who have helped with the project once the analysis is finished.
- 2) **Pax** or **Warren** to contact Parks to ascertain the appropriate timing for an annual rabbit survey.
- 3) **All CC members** to help recruit people for the kangaroo count so that we have enough for the task.
- 4) **Heather** to plan some occasional themed displays on the noticeboard.
All CC members to contribute information that might be used for these displays
- 5) **Warren** to investigate using *facebook* and *twitter*
- 6) **Heather** to get comparative quotes for the printing of 1000 A5 flyers in Black and White and Colour in preparation for a letterbox drop
- 7) **Heather** to coordinate the review and finalizing of the draft OH&S Guidelines
- 8) **John** to draw up a plan for seed collection and propagation
- 9) **Warren** to remind members leading activities on the Reserve of the need to complete a sign-on form and send the completed form to him in a timely manner for collation.

22. Tabled Reports/papers/ documents

- 22.1 [**Agenda Item 5: Treasurer's Report**](#)
- 22.2 Agenda Item 12: Shed Group Report
- 22.3 Agenda Item 16: Draft safety procedures for weeders etc at the Pinnacle
- 22.4 Agenda Item 18: Seed Collection Workshop
- 22.5

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

22.1 Agenda Item 5: Treasurer's Report

Friends of The Pinnacle Statement of Receipts and Payments For the period 01-Jul-2011 to 23-Apr-2012

Opening balance on 01-Jul-2011		\$429.45
Receipts		
Membership	\$30.00	
Interest	\$0.11	
		<u>\$30.11</u>
Payments		
Stationery	\$19.00	
Equipment	\$28.55	
		<u>\$47.55</u>
Surplus of receipts over payments		<u>-\$17.44</u>
Closing balance on 23-Apr-2012		<u><u>\$412.01</u></u>
Reconciled to:		
CPS Account 03356841	\$283.41	
Petty Cash	\$128.60	
		<u>\$412.01</u>
Less unpresented Cheques	\$0.00	
Total		<u><u>\$412.01</u></u>

Warren Bond
Treasurer
23 Apr 2012