



Annual General Meeting *29th July 2018* *Weetangera Primary School* **Minutes**

The meeting opened at 2:05 pm.

Present:

Members: Warren Bond, John Brannan (Convenor), John Fitz Gerald, Denise Hall, Mike Hall, Margo Hellyer, Bob Hodgson, Gilbert Hughes, Len Taylor

Non-members: Alison McLeod (Volunteer Programs Manager, Parks and Conservation Service)

Apologies:

Members: Barbara Allan, Mark Hallam, Lesley Harland, Katy Skinner, Elizabeth Smith, Keith Thomas, Wendy Whitham, Alana Wilkes

Non-members: Martin Bajt (ParkCare Ranger), Michelle Nairn (Pinnacle Ranger)

Welcome by the Convenor

John Brannan welcomed everyone and thanked them for attending. He also acknowledged and paid respects to the Ngunnawal and Ngambri people, their elders' past and present, who have cared for this part of the land from time immemorial.

Thanks were also extended to the Weetangera Primary School for enabling this meeting occur in their premises.

He then introduced the meeting's guest speaker, Alison McLeod (Volunteer Programs Manager, Parks and Conservation Service)

Guest Speaker

Alison explained that she had been the PCS Volunteer Programs Manager (formerly known as the ParkCare Volunteer Coordinator) for about 18 months and outlined her background prior to taking that position (including ecological agriculture and working with the Environmental Protection Agency).

Several issues became obvious to her on taking up the position, including: the high turnover of staff in the role; the resultant loss of corporate history/knowledge; that the pathways to get into ParkCare were not easy for all potential volunteers; and the need for better diversity in the ParkCare volunteer cohort. She is trying to make appropriate changes to address these issues.

One of the changes is to identify and bring together 4 streams representing ways that volunteers can get involved in ParkCare activities with the Parks and Conservation Service:

- The traditional way, such as with foptin, where volunteers are associated with an area (patch) and work on it with PCS, now called ParkCare Patch;
- ParkCare Visitor Assist, in which people volunteer to assist visitors to major reserves such as Tidbinbilla;
- ParkCare Ranger Assist, where rangers call for volunteers to help them with specific projects; and
- Wildlife assist where volunteers assist the PCS Wildlife team in a variety of projects specifically involving native animals in the ACT.

The number of staff included under the ParkCare banner has expanded to three: the Volunteer Programs Manager (Alison), the ParkCare Ranger (Martin Bajt, recently replacing Phil Selmes) and the Volunteer Coordinator – Nature Based Experiences (Jen Hewitson, based at Tidbinbilla).

The ACT PCS [Volunteer Policy](#) and Code of Conduct has finally been released after many years in the making and considerable consultation. Based on National volunteering standards, it has become

a template for other groups in the ACT. This provides clarity for all parties about what can be expected of and by ParkCare volunteers. Further work on the latter is currently underway.

A major initiative in the last 12 months has been the [ParkCare Hub](#). This provides a clear pathway for prospective volunteers to access any or all of the volunteer streams outlined above, provides a central schedule of activities (which ParkCare Groups can advertise their working parties on), enables prospective volunteers to select activities to suit their interests and generally enhances communication and awareness across the ParkCare volunteer community. It also serves as a registry of volunteers, their interests and their relevant qualifications (such as ChemCertification and First Aid). There are now over 500 registered volunteers. Among other things, having information about them, their qualifications and when these expire permits improved programming and budgeting of training requirements.

Finally Alison reminded us that the annual Planning Meeting between ParkCare Group representatives and PCS will be scheduled in August and September by Martin Bajt.

She then fielded questions and suggestions from the floor. These included the suggestion for a booklet containing clear guidelines for identifying and treating (including by non-ChemCertified volunteers) the weeds that are not within the Weeds Officer's primary focus but are nonetheless posing serious infestation issues [taken on board- watch this space]; a query about how treatment of African Lovegrass was being managed in non-Nature Reserve areas [a perennial and difficult issue but one that PCS are aware of]; the suggestion of a rewards system, providing increased resources in proportion to the hours put in by groups [agreed that we always get the resources we ask for, so not necessary, at least in that form]; and a reminder request for a replacement of the plexiglass front of The Pinnacle noticeboard [taken on board as a job for the ParkCare Ranger].

AGM Business Meeting

A head count showed that the meeting was one short of the required quorum of 10 members required to conduct an AGM. Because the shortfall was small, to avoid the effort of rescheduling the meeting it was suggested that we adopt the "reduced quorum" rules used by some other groups and proceed with the AGM business, subject to any decisions made not being implemented until all members have been given an opportunity to object to these decisions. If no objections are received within 2 weeks of members being notified, the decisions will be upheld, subject to ratification at the next General or Annual General Meeting.

If any member(s) do object then the meeting will be rescheduled. The election of Coordinating Committee members and Office Bearers will therefore be considered provisional until the period for objections expires.

1. Confirmation of [Minutes of the 2017 AGM](#)

Bob Hodgson moved that the minutes of the 2017 AGM be accepted. Seconded: Gilbert Hughes. Accepted unanimously.

2. Convenor's Report

John Brannan tabled a [written report](#) which he summarised verbally. He Outlined some of our key activities for the year and issues impacting upon the group, including:

- Weed control for the 2017-18 season (see [weeding effort 2017-18](#) for a summary)
- A call for more weeding volunteers
- An update on the [Whitlam Pipeline](#)
- A summary of our displays at public events during the last 12 months
- The highlights of our (copious) guided walks
- Fotpin Involvement with Belconnen High School
- Kangaroos
- Fotpin on [Facebook](#)
- Changes in our PCS support personnel

Questions arising:

Members raised questions about the impending PCS Landscape Classification System and about the status of the signage proposed at last year's AGM.

Report accepted.

3. Treasurer's Report

Margo Hellyer presented the [audited financial statement for 2017-18](#) noting that there had been very little change during the past 12 months.

Warren Bond moved that the Treasurer's Report be accepted; seconded John Brannan
Accepted.

4. Stand-down of the current Coordinating Committee:

Members of the 2017 -18 Coordinating Committee stood down in accordance with meeting rules and all positions were declared vacant.

5. Election of new Coordinating Committee

The following office holders and ordinary members were nominated and elected unopposed.

Convenor: no nominations

Coordinator: John Brannan

Nominated: Mike Hall; Seconded: Bob Hodgson

Secretary: Warren Bond

Nominated: John Brannan; Seconded: Bob Hodgson

Treasurer: Margo Hellyer

Nominated: Warren Bond; Seconded: John Brannan

Ordinary Members:

Denise Hall

Nominated: Mike Hall; Seconded: Warren Bond

Len Taylor

Nominated: John Brannan; Seconded: Warren Bond

Alana Wilkes

Nominated: Bob Hodgson; Seconded: Margo Hellyer

6. Other business:

Nil

Meeting closed at 3:25 pm and was followed by a convivial afternoon tea.