

Minutes
fortpin Coordinating Committee Meeting
Tuesday 22 February 2011, 7.30pm

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Attended: Vaughn Cox, Heather Burness, Warren Bond, Rosemary Blemings, Don Driscoll

1. Apologies

Mark Hallam

2. Minutes of the last meeting/ Business arising

Moved Heather, seconded Pax; carried unanimously

Business arising from the action list in the minutes of the last meeting. All those not mentioned have been done.

1. *Heather to send to Peter Kalyvas a list of people with various knowledge, skills, interests and expertise.*
Heather met with Peter and will work on this.
2. *Don and Pax undertook to walk on the PNR with Peter and Brian to identify particular areas that illustrate ideas and management issues on a date to be set (probably January)*
Delayed by Peter recovering from injury
5. *Warren to contact GCG re the possibility of monthly statements from them showing the status of our grant monies and interest*
Pax to follow this through as part of discussions about the grant
7. *Pax to finalise an email to HB re the outcome of acquittal procedures/dates and reporting on various NGRP grant monies.*
We are still to receive the contract for the EACT grant from GCG. This is pending.
8. *Heather to send reminder email to committee members concerning the level of payment amounts agreed to in our first meeting that may be undertaken without approval by the Committee.*
To be done soon.

10. *Pax to follow up with Mervyn Aston re his comments on the rules.*
This will be completed when the CC works on the feedback more generally from fotpins.
11. *Heather to pursue the possibility of a Welcome to Country by the Ngunnawal.*
Glenda Hyde has been contacted and has agreed verbally at this stage to make a presentation to fotpins at our AGM about Connection to Country.
16. *Pax to contact other active parkcare groups and explore their interest in holding/participating in a workshop concerning weeding controls.*
Pax to follow up and invite particularly Waltraud Pix.
17. *Rosemary to develop a proposal for a brochure about the PNR that will look at the brochure's purpose, ideas and what its designed to do. This could include making an example of an effective brochure.*
In progress.
19. *That Warren and Rosemary will draw together all the activities that fotpin has been doing/planned as a preliminary document for an overall strategic plan.*
In progress.

3. Correspondence in and out / Business arising (Selected)

as tabled.

Some important Correspondence

Letter to chief Minister as noted below in Item 8

Reply from the Chief Minister regarding the proposal concerning the Bottom Pinnacle and North Kama and the Homestead precinct as a parkcare focal point

Notice from Mervyn Aston calling a General Meeting of members

Notice to fotpins concerning the General Meeting

Business arising

To be discussed later in the meeting

Moved Heather, seconded Warren. Unanimously accepted.

4. Treasurers Report/ Business arising

See report attached below

Warren tabled report. Heather seconded; unanimously accepted

Business arising

Warren moved that Pax be reimbursed for oil and fuel for Brushcutters.

Rosemary seconded unanimously carried

Action Arising

- Warren to approach PCS to repay fotpin for these expenses.

Committee discussed the need for money procedures between PCS and fotpin to be defined.

5. CC Setting up issues (an initial standing item in the first phase)

5.1 Draft Rules

Notes for the Committee on substantive changes to the Draft Rules which have been included in the Draft dated 12 Feb 2011. Mark Burness

Changes to the Draft Rules dated 14. 12. 2010 were proposed by Pax, Rosemary, Warren, and Heather.

Some of the proposed changes were modified by further suggestions from one or other of the committee listed above. I have discussed all the significant and modified changes below. Any grammatical and prepositional changes I have not included in this note,

however all requested changes of this nature have been made to the current draft 13 Feb 2011.

Rule 7(2) Pax proposed removing the voluntary contribution reference. However, Warren and I feel it should be included, but we have changed the reference from “welcomed” to “encouraged”.

Rule 10(1) includes a reference to a minimum of four people for the committee. This was set as a minimum number so that if a number of the fixed positions on the committee (eg treasurer, secretary etc) were not filled at the AGM we would hope at least four members would be elected to the committee, either by vote or unopposed, which would then enable the committee of four to set about seeking others to appoint to positions as set out under the Rules.

*Rule 10(2) It was suggested the words “positions as are **determined**” be put in this rule however under the Rules (see 10(3)) positions are required to be nominated for and if opposed elected at the AGM. If after this process a position on the committee is vacant then the committee is empowered to appoint. Therefore I have simply reflected the process under the Rules and put in the words “positions as are nominated /elected” to cover both options under the Rules.*

Rule 22 The heading raised the question about the word “Requested”. This word needs to remain in the heading as it directly refers to Rule 21(2) where a person requests a General Meeting. It is therefore reflective of the content of the previous rule which creates the power to call a “requested general meeting”.

Rule 33 This is a new rule reflecting a clear and simple Communication and Correspondence Code.

Recommendation from Don Driscoll

That in the interests of succinct expression, clause 6 (d) under FOTPIN strategies read: to develop, maintain and make available to the community and interested parties, resource materials that inform attainment of the group’s goals and objectives

Moved: Don, Seconded: Pax. Carried.

Recommendation from Heather

That the rules be amended to reflect that the committee consists of a convenor, coordinator, treasurer and secretary and no more than three ordinary members. All positions on committee are to be elected by members at an AGM.

Moved: Heather, Seconded: Don. Unanimously carried.

Action Arising

- Mark Burness to finalise changes, circulate to CC for approval. Heather to send the new draft rules to fotpins for feedback after proofreading by Wendy Whitham.

5.2 Working toward an AGM

Date to be finalised. Currently June 19. May have to change to July 23

Actions Arising

- Warren to check his availability to help finalise this decision
- Pax to secure Weetangera Primary School

Possible order of business:

Glenda Hyde introduced by Pax

Business of the meeting

Minutes of last AGM

Convenors report

Treasurers report

Changes to the Rules: speaking to the changes

Vote on the Rules

Stand down of positions

Nominations at the time, voting for each position by show of hands

Announce new Committee

We need

- to have copies of reports and Draft rules available for members to read
- invite a non fotpin possibly Jean Geue, to count votes
- to make it a social meeting as well and organize tea coffee cake etc

6. Special item: Correspondence from Dr Mervyn Aston and his request for a general meeting

6.1 Overview of his request and procedural information

Background explored

Actions Arising

- Pax to explore WPS as venue
- CC needs to write a one page response

6.2 Preparation for the meeting

CC to set in motion a plan implement the meeting out of session

CC to let fotpins know about the venue of meeting by the end of the week

7. Community service order placement

Proposal to register fotpin with the ACT Corrective Services (ACTCS) as eligible to participate in the scheme to provide offenders with opportunities for unpaid community work.

Since Committee's last meeting Pax has sought general comment from fotpins on a possible CSO program, followed up on specific questions with the ACT's Department of Justice and, with that information, presented to fotpins a program proposal for comment.

Throughout this process Committee was consulted on process and program design.

Pax tabled fotpin responses

Recommendation: That fotpin enter into an Agreement with the ACT to be an Agency for supervising people with a Community Service Order, subject to:

- a minimum of 3 **suitable** workers being available for program commencement; and
- that there are sufficient volunteer fotpins to supervise the program.

If an Agreement is not entered into within 6 months this recommendation is to be reviewed at the earliest next meeting of Committee.

Moved: Pax; seconded: Don; unanimously carried

Action Arising

- Pax to list and define the suitability criteria such as non violent crime as per the list of offences that CC gave feedback on, having their own gear, own transport, and own food and water and email this to Heather.

8. Green Gym

Conservation Volunteers Australia (CVA) is seeking funding from Government, through the health portfolio, to link disadvantaged people with the natural environment. This is intended to address existing or potential mental or physical health problems, by engaging people in community based conservation activity.

The Convenor has contacted CVA to explore the potential for fotpin to partner with CVA to deliver the “Green Gym” program at The Pinnacle Nature Reserve. CVA is proposing to run the program in ten week blocks for two mornings a week. Generally volunteer teams consist of between six and ten volunteers plus a qualified team leader who will direct and supervise them during the time. It may be possible to align one of the mornings with the Thursday morning weeding team, whilst another weekday morning team would need to be established for the 10 week program.

Information on the Green Gym program tabled.

Recommendation: That Committee agrees to the Convenor continuing to explore possible partnership arrangements with CVA regarding the proposed Green Gym program operating at The Pinnacle Nature Reserve. If Green Gym is established and CVA is looking to partner with fotpin then arrangements with CVA are to be considered by Committee out of session.

Moved: Pax. Seconded: Warren; unanimously carried

9. North Kama

On 11 January 2011 the Convenor wrote to the Chief Minister regarding future land use at North Kama, proposing the property be used as a ranger station, a focal point for parkcare in the Lower Molonglo Valley, for outdoor education and for restoration science. Committee met prior to this, to consider the draft correspondence and to discuss the Convenor’s proposals, and agreed to the proposals being forwarded to Government.

Ms Mary Porter MLA has written in support of fotpin’s proposals, and I believe is actively supporting the Government’s consideration of fotpins’ correspondence.

10. NCA submission

Out of session, fotpin committee did not object to the Convenor’s proposal to make a submission on the review of the ACT’s *Nature Conservation Act 1980*.

The Convenor circulated for comment a set of ideas for comment/discussion prior to drafting (10/01/11) – in this way other input or concerns could be addressed before the time consuming process of drafting. No substantive comments were received from Committee on the draft set of ideas. A draft submission has been prepared and circulated to Committee for comment (14/02/11). Submissions close 18 February, however, the Convenor has secured an informal extension of this time until 25 February.

Recommendation: That the draft submission be approved by Committee, for transmittal to Government.

Moved: Pax; seconded: Don; unanimously carried

11. Programs

11.1 Grass Restoration Project

Progress report and planning for autumn program

- Signage to be finalized
- Fences completed
- Schedule of treatments to be done

11.2 Weed Management Plan Implementation Status

refer to website for current data

11.3 Soil and Water Erosion Assessment Program

To be progressed

Possible CIT student involvement

11.4 PEEP (Pinnacle Environmental Education Project)

Heather contacted Peter Kalyvas via email to ask the following questions for feedback to Committee

- What role do you see for fotpin members apart from knowledge exchange for the peep program?
- Will they be involved in helping plan curriculum material at all and in what areas (curriculum areas based at the Pinnacle)?
- Will they be involved with student activities at all?
- Will fotpin members be involved in discussion with teachers to exchange knowledge and teaching program ideas. This would be a good thing and could lead to creative options for curriculum development
- Is the program that you are imagining likely to be flexible in its implementation or be a series of "how to" lesson plans for engagement with the Pinnacle Nature Reserve

He replied in very generalized terms as to what the Peep program would involve. He will be making contact with fotpins and members of other expert groups to develop ideas for teachers.

- He hoped that fotpin members would be involved in whatever extent they wished to be and the issue of curriculum involvement wasn't clear cut
- He thought he saw fotpin members contributing where they had expertise
- Curriculum development was the responsibility of Brian , himself and teachers
- The responsibility would be with schools and teachers to invite and contact individuals within the community to participate with their students
- That the program will be flexible and will change according to participants interests
- That he and Brian will be bringing together starting points for teachers.

Heather has contacted Brian and Peter to meet at a future time tbc

12. Information outreach and web content

12.1 Brochure about the Pinnacle Nature Reserve

- In progress and development
- Might need signage
- Might need funding
- Brochure
- Will come back to next meeting with more ideas

12.2 Newsletter

There are to be three articles proposed for the Autumn fotpin newsletter, being:

- progress and initial learnings from the native grass restoration project;
- status and implementation of the Weed Plan, covering achievements across our wet spring and summer; and
- the Australia Day weeding party and BBQ.

The Convenor has advised contributors of the due dates.

12.3 fotpin website update

Listed items below to be put on the site

- Walking blogs need to go up

- “About The Pinnacle Nature Reserve” series to be developed, starting with “Birds of the pinnacle” and “Plants of the pinnacle”
- Information on Rabbit surveys
- Bob’s scything
- Australia Day events

CC discussed the need to include meeting supporting documents along with the minutes on the website. It was generally agreed that notice to contact secretary was sufficient as other Parkcare groups do.

12.4 Guided Walks update

Autumn program developments:

The Seeing Grasslands workshop event will be delayed to a future date as Chris Holly and David Wong have a full commitment to seeing through their funded program.

Three walks are planned to take place on weekends between Sat March 12 and Sat April 9 inclusive as below

- *From the Pinnacle to the Molonglo Valley Corridor* with Dr Don Driscoll and Vaughn Cox
- *Is your garden crossing the fence and running amok?: what not to plant in your garden* Rosemary Blemings Talking about garden weeds that can infest reserves, how some weeds get into reserves and historical context of the reserve
- *En plein air weeding forum* Reps of parkcare groups, fotpin members and weeders, and other interested parties hold a discussion and conversation about weeding treatments and their efficacy. List of speakers tbc

13. Convenor’s Reports

13.1 Molonglo BoB

The Convenor attended the Molonglo “Bush on the Boundary” meeting. Minutes are not taken at these meetings, rather it is an informal opportunity for agency and community conservation groups to share information, and collaborate where possible to achieve better environmental outcomes for the Molonglo Valley.

The Convenor made a presentation to the group outlining the origins of fotpin, current priorities and directions of the group, and that there was a need to take a landscape scale approach to engaging and coordinating volunteer conservation activity. The Convenor also spoke to recent proposals regarding Bottom Pinnacle and North Kama, and what the latter might mean for parkcare in the Valley, and offered to organise for BoB members a guided walk through the Pinnacle to South Kama. Some especially relevant items from the discussion are that:

- Hawker College provides a consulting service to the community, see attached document. Hawker College will engage in community-based environment and conservation activities where they can charge a modest fee (I have sought additional information from Jeni Murdock);
- Sarah Sharp is preparing a plant list for Molonglo – this may be relevant to our planting program(s); and
- the Conservation Council is installing software and ACT datasets to help its members query environment spatial information. There may be value cross-checking fotpin and Cons Council datasets.

There was no discussion with Molonglo Catchment Group of potential NRM projects, as had been indicated earlier to Committee, although the Convenor expects to be contacted to discuss MCG ideas at some stage. Fotpin is the only local, place-based conservation group represented at the BoB meeting.

13.2 NRM EoI

The Convenor attended a meeting convened by the ACT NRM Council to explain a process that has been initiated to lead to its investments during 2011-13.

The NRM Council is seeking high level project descriptions, submitted as expressions of interest, to be developed into more detailed projects for approval by the ACT and Commonwealth Governments. This iterative, staged process is being used to minimise transaction costs, maximise partnerships and help target priority NRM issues within and immediately adjacent to the ACT (e.g. Molonglo Catchment). No project ideas were discussed at this meeting.

It is understood that both MCG and GCG have fotpin “on the radar” for consultation and project development for projects that might fit with what we are doing. I have been keeping the lines of communication open. The priorities for NRM investment are intended to be strategic, i.e. capacity building, and I have conveyed on several occasions the capacity building opportunities a focal point at North Kama would offer, as well as the need for further volunteer training and enhancing our communication products. Priority areas of investment are likely to be maintaining catchment group staff and ongoing programs such as Waterwatch and Frogwatch, and school programs.

13.3 Meeting with Andrew Leigh

Andrew facilitated an open discussion on issues around reserve management and parkcare activity, including weed and rabbit control. There was discussion around volunteerism at the ANU and possible linkages within and outside the ANU community. Parkcarers expressed concern about; PCS staff turnover and loss of corporate knowledge, Catchment coordinator positions are not ongoing, The number of volunteers and the strategies for volunteers retention

Andrew noted this was the commencement of a conversation around local volunteer conservation activities and needs and asked to be kept informed of developments and is keen to assist where possible.

Attendees:

Rosemary Blemings, Mt Rogers; Pamela and Fred Fawke, Dunlop; Waltraud Pix, Mt Majura; Sarah Hnatiuk, Mt Painter; Jean Geue, Aranda; Anna See, Conservation Council and Coolamon Ridge; John Sullivan and Bart Meehan, ANU facilities and services; Several others form ALP policy; Alex Cubis

14. Membership/volunteer recruitment

Current membership: 45

Three of these have not yet submitted their registration form and will be further reminded by the Treasurer.

15. Any other business

- John Brannan donated a solo knap sack sprayer with extension lance to fotpin.
 - Action Arising**
 - CC to thank him for this and it needs to be noted as an asset by the Treasurer.
- John Brannan leading a regeneration (planting) program currently in its development/gestational phases. Meeting with various consultants (GA, PCS FOG etc) on Feb 16. This is still evolving. Don has provided some comments.
- Activity plan or vision statement needs to be finalized as it lists the needs of the reserve and will facilitate a list of activities to PCS.

Action Arising

- Rosemary and Warren to email this to CC and then it will go to Jenny Connolly at PCS and then onto the website

16. Next Meeting/s

23 May 2011 Burness residence

Meeting Closed 9.45pm

17. Summary of Actions arising from the Minutes

- 1) Heather to meet with Peter Kalyvas re PEEP project
- 2) Monthly financial statement from GCG re grass project, Pax/Warren to follow up
- 3) Acquittal procedures to Heather, Pax to send
- 4) Heather to email CC reminder of max \$\$ that may be spent without CC approval
- 5) Pax to contact active parkcare groups re holding/participating in a workshop on weeding control. Pax to follow up and invite particularly Waltraud Pix
- 6) Warren to approach PCS to repay fotpin for the expenses paid to Pax
- 7) Mark Burness to finalise draft rules, circulate to CC for approval. Heather to send revised rules to fotpins for feedback after proofreading by Wendy W
- 8) Pax to explore WPS as venue for requested general meeting
- 9) Pax to list and define the suitability criteria such as non violent crime as per the list of offences that CC gave feedback on, having their own gear, own transport, and own food and water and email this to Heather.

18. Tabled Reports/papers/ documents**18.1 Agenda Item 4 Treasurers Report**

**Friends of The Pinnacle
Statement of Receipts and Payments
For the period 25-Jul-2010 to 22-Feb-2011**

Opening balance on 25-Jul-2010	\$0.00
 Receipts	
Donations ¹	\$529.00
Joining Fees	\$220.00
Membership	\$236.00
Interest	0.05
	\$985.05
 Payments	
Bank Charges	\$6.50
Stationery	\$59.34
Domain name registration	\$49.00
LiDAR data ²	\$385.00
	\$499.84
Surplus of receipts over payments	\$485.21
Closing balance on 22-Feb-2011	\$485.21
 Reconciled to:	
CPS Account 03356841	\$331.21
Petty Cash	\$154.00
	\$485.21
Less unrepresented Cheques	\$0.00
Total	\$485.21

Warren Bond
Treasurer
22 Feb 2011

¹ Includes specific donation of \$385 for purchase of LiDAR data

² Paid for with a donation specifically for this purpose

Payments for Approval at Fotpin Coordinating Committee Meeting 22 Feb 2011

Payment to	Purpose	Amount
Pax	2-stroke oil for brushcutters	\$26.90
	Fuel for brushcutters	\$28.50
		<hr/>
		\$55.40

Receipts attached