



**Minutes of the Management Committee Meeting  
of Lake Baroon Catchment Care Group**

Held at 455 North Maleny Road, Maleny on  
Thursday December 14, 2017

The meeting commenced at 6.20 pm

**0104.1      Welcome and Apologies**

<b>Attendance:</b>	Peter Stevens	President	Mark Amos	Manager
	Steven Lang	Secretary	Paul Gilmour-Walsh	Member
	Keith Schelberg	Treasurer	Paul Mackay	Project Manager
	Heather Spring	Vice-President	Matt Bateman	Project Manager
	Marek Malter	Committee Member	Sally Watter	Committee Member

**Apologies:**      B. Philpot

**0104.2      Minutes of the last Management Committee Meeting of LBCCG, held on Thursday October 19 2017**

**Motion:**            *That the Minutes of the previous meeting, as circulated, be accepted*

<b>Moved:</b>	Keith Schelberg	
<b>Seconded:</b>	Steven Lang	<b>CARRIED</b>

**0104.2.3      Business arising from previous Minutes - nil**

**0104.3      Correspondence**

Correspondence tabled (*see Attachment 1: Correspondence*)

**0104.3.1      Business arising from correspondence - nil**

**Motion:**            *That the correspondence inwards and outwards be received and endorsed.*

<b>Moved:</b>	Heather Spring	
<b>Seconded:</b>	Steven Lang	<b>CARRIED</b>

**0104.4      Treasurer's Report**

**Motion:**            *That the Treasurer's Report as tabled be accepted.*

<b>Moved:</b>	Keith Schelberg	
<b>Seconded:</b>	Marek Malter	<b>CARRIED</b>

**Motion:**            *That the Treasurer's Payment's Schedule for October - December be endorsed.*

<b>Moved:</b>	Keith Schelberg	
<b>Seconded:</b>	Heather Spring	<b>CARRIED</b>

#### 104.4.1 Internet Banking Authority for payments & transfers

**Motion:** *That the payments and transfers as presented be accepted.*

Michael Hand  
Sommers Bros Pty Ltd  
Bunya Bushcare (Lukas Hand)

EW & CC Ferriday  
Bunneys Lane Nursery  
Grahams Precast Concrete Products

**Moved:** Keith Schelberg

**Seconded:** Marek Malter

**CARRIED**

#### 104.4.2 Business arising - nil

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### 0104.5 Priority Business

#### 0104.5.1 Staff Reviews

All staff left the room.

Peter presented the staff reviews undertaken by Mark Amos for Matt Bateman and Paul Mackay. A number of issues were discussed and the Committee commented that they were very happy with staff performance. We commended Paul for stepping into his role so successfully. The Committee also agreed that Matt Bateman could undertake a three month trial of a nine day fortnight, managed by LBCCG Manager Mark Amos. Heather presented the results of her and Peter's review of Mark Amos. Without question it was agreed that Mark is doing an excellent job. The only concern was that he was getting burdened by so much extra administration. The suggestion was made that a part-time staff member be taken on to undertake much of the paperwork.

#### 0104.5.2 Wage Reviews

**Motion:** *That Matt Bateman and Paul Mackay be offered a wage increase of 3% pa, back-dated to 1 July 2017  
That Mark Amos be offered a wage increase of 5%, back-dated to 1 July 2017*

**Moved:** Heather Spring

**Seconded:** Marek Malter

**CARRIED**

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### 0104.6 Reports

0104.6.1 **Manager** - CORE projects and administration

0104.6.2 **Project Manager** - Dairy

0104.6.3 **Project Manager** - Landslides and Weed

0104.6.4 **Business Arising**

**Motion:** *That the reports be accepted*

**Moved:** Sally Watter

**Seconded:** Heather Spring

**CARRIED**

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### 0104.7 General Business

#### 0104.7.1 Workplace Health and Safety Report

No incidents have been reported.



## Attachment 1: Correspondence

Inwards Correspondence from 19th October 2017			
Date	Notes	Action	Person
20-Oct-17	Brush Turkey Enterprises - Wild About Life newsletter	Circulate	SL
23-Oct-17	MRCCC - Mary River Month update #5	Circulate	SL
23-Oct-17	Barung Landcare - AGM 23/11/2017	Attend	MA, MB, PS
25-Oct-17	BMRG - Board nominations close 27/10/2017	Circulate	PS
26-Oct-17	RLF - Smart Farms Small Grants applications open	Apply	MA, PM
26-Oct-17	BMRG - bulletin	Circulate	SL
27-Oct-17	CSIRO - EConews	Circulate	SL
27-Oct-17	Noosa Landcare - Bringing Native Plants Into Your Life workshop 16/11/2017	Circulate	SL
28-Oct-17	K. Schelberg - Caloundra Weekly article	Circulate	SL
29-Oct-17	Hinterland Bush Links - Roving Restorers, Maleny Tropical Retreat 9/11/2017	Circulate	SL
30-Oct-17	MRCCC - Mary River Month update #6	Circulate	SL
31-Oct-17	Barung Landcare - Spring newsletter	Circulate	SL
31-Oct-17	Hinterland Bush Links - Little Yabba Bushcare, Cambroon 3/11/2017	Circulate	SL
01-Nov-17	Sunshine Coast Council - Australia Day Awards nominations open	File	SL
02-Nov-17	BMRG - bulletin	Circulate	SL
07-Nov-17	QWaLC - notification of finalist 2017 Qld Landcare Awards	Circulate	SL
08-Nov-17	Levert Audit Services - 2016/17 Audit	AGM	MA, KS
09-Nov-17	QWaLC - Naturally Together newsletter	Circulate	SL
09-Nov-17	Noosa Landcare - Help Restore Peregrian Wetlands community planting 26/11/2017	Circulate	SL
09-Nov-17	BMRG - bulletin	Circulate	SL
10-Nov-17	Sunshine Coast Council - Southern Wetland working bee 29/11/2017	Circulate	SL
11-Nov-17	ESRI - ArcGIS subscription renewal	Renew	MA
13-Nov-17	Healthy Land & Water - 2017 Report Card	Circulate	SL
13-Nov-17	Hinterland Bush Links - Roving Restorers, Cambroon 27/11/2017	Circulate	SL
14-Nov-17	Farming Together - newsletter	Circulate	SL
14-Nov-17	Barung Landcare - Walks on the Wildside, Gheerulla Falls 18/11/2017	Circulate	SL
15-Nov-17	RLF - Landcare workshops date claimer	Circulate	SL
16-Nov-17	QWaLC - amended Member Group Insurance Certificates of Currency	File	MA
16-Nov-17	BMRG - bulletin	Circulate	SL
16-Nov-17	QWaLC - Qld Landcare Awards invitation	Attend	PS, MB, PM
17-Nov-17	Weed Spotters Network - bulletin	Circulate	SL
17-Nov-17	Seqwater - Lower Bridge Creek Erosion project approved	File	MA
21-Nov-17	BMRG - AGM, Kingaroy 24/11/2017	Attend	MA, PS
22-Nov-17	Noosa Landcare - Cooroy Creek Rainforest planting 2/12/2017	Circulate	SL
23-Nov-17	RLF - Compost & Manures workshop, Kenilworth 12/12/2017	Circulate	SL
23-Nov-17	BMRG - bulletin	Circulate	SL
27-Nov-17	Seqwater - Bridge Creek SCIP project Contribution Agreement	Sign	PS, SL
27-Nov-17	Barung Landcare - new Management Committee	Circulate	SL
28-Nov-17	Hinterland Bush Links - Roving Restorers, Bridge Creek 4/12/2017	Circulate	SL
29-Nov-17	Barung Landcare - Christmas party 15/12/2017	Circulate	SL
29-Nov-17	Hinterland Bush Links - Little Yabba Bushcare, Cambroon 1/12/2017	Circulate	SL
30-Nov-17	BMRG - bulletin	Circulate	SL
01-Dec-17	QWaLC - Insurance, Annual Survey & Landcare Awards	File	MA
05-Dec-17	CSIRO - EConews	Circulate	SL

07-Dec-17	BMRG - bulletin	Circulate	SL
12-Dec-17	Farming Together - newsletter	Circulate	SL
<b>Outwards Correspondence from 19th October 2017</b>			
<b>Date</b>	<b>Notes</b>	<b>Action</b>	<b>Person</b>
13-Oct-17	LBCCG Committee - Lower Bridge Creek Erosion Project Plan for comments	Sent	MA
20-Oct-17	Caloundra Weekly - LBCCG Management Committee photo for media release	Sent	MA
20-Oct-17	Seqwater - October Management Committee meeting Reports	Sent	MA
20-Oct-17	Seqwater - Lower Bridge Creek Erosion Project Plan for approval	Sent	MA
14-Nov-17	LBCCG mailing list - 2016/17 Annual Report	Sent	MA
15-Nov-17	Seqwater - AMENDED Lower Bridge Creek Erosion Project Plan for approval	Sent	MA
20-Nov-17	Seqwater - 2017/18 Annual Investment Strategy for approval	Sent	MA
20-Nov-17	LBCCG Management committee - 2017/18 Annual Investment Strategy	Sent	MA
21-Nov-17	Maleny High School - WH&S documentation & insurance for project work	Sent	MA
28-Nov-17	LBCCG mailing list - LBCCG wins 2017 Qld Landcare Awards	Sent	MA
29-Nov-17	DTMR - Road Corridor permit	Sent	MA
04-Dec-17	Lisa Nardone (GrantsPlus) - thank you for Landcare Awards application help	Sent	MA