

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

Held at 455 North Maleny Road, Maleny on
Thursday March 14th 2019

The meeting commenced at 6.15 pm

0115.1 Welcome and Apologies

Attendance: Peter Stevens President Mark Amos Manager
 Steven Lang Secretary Steve Skull Committee Member
 Paul Mackay Project Manager Keith Schelberg Committee Member
 Sally Watters Committee Member

Apologies: J. McKay, H. Spring, R. Philpot, M. Malter, P. Gilmour-Walsh, M. Bateman, D. Glasgow

0115.2 Minutes of the last Management Committee Meeting of LBCCG, held on Thursday February 14th 2019

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

Moved: Peter Stevens

Seconded: Steven Lang

CARRIED

0115.2.1 Business arising from previous Minutes

114.7.2 Advice received that any payment of lost Superannuation interest to Matt Bateman should be paid into his super account: this has been done.

0115.3 Correspondence

Correspondence tabled (*see Attachment 1: Correspondence*)

0115.3.1 Business arising from correspondence - nil

Motion: *That Correspondence inwards be accepted and Correspondence outwards be endorsed.*

Moved: Steven Lang

Seconded: Steve Skull

CARRIED

0115.4 Treasurer's Report

Treasurer was absent; Mark Amos presented an update on activity in the previous month.

Motion: *That the Treasurer's Payment's Schedule for February - March be endorsed.*

Moved: Steven Lang

Seconded: Steve Skull

CARRIED

0115.5 Priority Business - nil

0115.6 **Reports**

0115.6.1 **Manager** - CORE projects and administration

0115.6.2 **Project Manager** – Dairy and Beef programs

Motion: *That the reports be accepted.*

Moved: Steven Lang

Seconded: Keith Schelberg

CARRIED

0115.7 **General Business**

115.7.1 **Work Health & Safety Report**

No incidents reported.

115.7.2 **Upgrade of website**

Motion: *That we accept the quote from Concept IT to upgrade the website*

Moved: Steven Lang

Seconded: Peter Stevens

CARRIED

115.7.3 **Mark Amos Long Service Leave/Annual Leave payout**

During his previous Annual Review Mark requested the Committee to consider paying out his Long Service leave due on 6/4/2019. Subsequent advice received indicates that in Queensland this is not legal without proving hardship to the Queensland Industrial Relations Commission. Instead Mark asked the Committee to consider paying out a portion of his accumulated Annual Leave – 3.5 weeks (leaving 4 weeks of Annual Leave as per Fairwork guidelines).

Motion: *That the Committee approves Mark Amos’s Annual Leave Payout as a lump sum*

Moved: Steve Skull

Seconded: Sally Watters

CARRIED

115.7.4 **New DRAFT LBCCG Policies & Procedures**

Updated LBCCG Policies and Procedures tabled.

Motion: *That the Committee adopts the LBCCG Policies and Procedures 2-20 as tabled*

Moved: Peter Stevens

Seconded: Keith Schelberg

CARRIED

Motion: *That the Committee endorses the changes (administrative only) to the Policies and Procedures as recommended by Keith Schelberg - Numbers 1-6 in the tabled email, and that Keith and Mark will update the policies as required.*

Moved: Peter Stevens

Seconded: Keith Schelberg

CARRIED

115.7.5 **Other Business - nil**

The meeting closed at 8.30 pm

*The next meeting will be held on Thursday 11th April 2019
at
The Lake Baroon Catchment Care Office, 455 North Maleny Road (5494 3775)*

Confirmed this

day of

2019

Signature of the President:

Attachment 1: Correspondence

Inwards Correspondence from 12th February 2019			
Date	Notes	Action	Person
12-Feb-19	Bridge Creek Bushcare - tree planting in O'Brien's Reserve	Circulate	SL
13-Feb-19	Joanne Turner - Obi Obi Creek clean up	Respond	MA
14-Feb-19	BMRG - bulletin	Circulate	SL
15-Feb-19	QUT (J. Trofimovs) - Eden Road monitoring survey points	File	MA
15-Feb-19	Weed Spotters Network - February Bulletin	Circulate	SL
16-Feb-19	Hinterland Bush Links - Roving Restorers, Maleny 21/2/2019	Circulate	SL
18-Feb-19	Noosa Landcare - So You Bought a Block? Workshop 21/2/2019	Circulate	SL
21-Feb-19	BMRG - bulletin	Circulate	SL
21-Feb-19	Hinterland Bush Links - Roving Restorers, Carters Ridge 28/2/2019	Circulate	SL
22-Feb-19	Sunshine Coast Council - ELP Mid-term Report 2018/19 due 28/2/2019	Complete	MA
22-Feb-19	Hinterland Bush Links - Little Yabba Bushcare 1/3/2019	Circulate	SL
24-Feb-19	David Clark - new QDO NRM officer	File	MA
24-Feb-19	Lane Pilon (QWaLC) - new postal address	File	MA
27-Feb-19	Noosa Landcare - Turtles of the Mary Workshop 21/3/2019	Circulate	SL
01-Mar-19	Farming Together - newsletter	Circulate	SL
01-Mar-19	A. Smolders (Seqwater) - QUT to place monitoring equipment on Newsham property	Respond	MA
01-Mar-19	Barung Landcare - Intro to Nature Journaling, Mary Cairncross, 30/3/2019	Circulate	SL
04-Mar-19	Nambour Signs - Pasture Trials sign quote	Respond	PM
04-Mar-19	Hinterland Bush Links - Maleny Showgrounds Bushcare, 10/3/2019	Circulate	SL
04-Mar-19	Hinterland Bush Links - Roving Restorers, Conondale 18/3/2019	Circulate	SL
07-Mar-19	BMRG - bulletin	Circulate	SL
11-Mar-19	Healthy Land & Water - Nurture newsletter	Circulate	SL
13-Mar-19	Concept IT (N. O'Donnell) - website upgrades quote	Respond	MA
13-Mar-19	Farming Together - newsletter	Circulate	SL

Outwards Correspondence 12th February 2019			
Date	Notes	Action	Person
14-Feb-19	Joanne Turner - Obi Obi Creek clean up	Sent	MA
18-Feb-19	LBCCG Committee - 2019-21 SCIP Contribution Agreement	Sent	MA
19-Feb-19	J. O'Mara (Seqwater) – LBCCG safety management documentation (Eden Rd planting)	Sent	MA
19-Feb-19	D. Stacey - SCC LEG funding update and offer to contribute	Sent	MA
20-Feb-19	T. Simpson - request for fencing quote (Colley LEG application)	Sent	MA
22-Feb-19	Concept IT - website repairs/upgrade	Sent	MA
27-Feb-19	T. Odgers (Seqwater) - supplementary safety & acknowledgement info (Eden Rd)	Sent	MA
01-Mar-19	A. Smolders (Seqwater) - update on Newsham Estate (QUT monitoring)	Sent	MA
04-Mar-19	LBCCG Members - Management Committee meeting 14/3/2019	Sent	SL
12-Mar-19	LBCCG Committee - updated Policies for approval	Sent	MA