



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

Thursday June 20<sup>th</sup>, 2024  
455 North Maleny Rd, Maleny

The meeting commenced at 6.00 pm  
Peter Stevens - Chair

**0162.1 Welcome and Apologies**

<b>Attendance:</b>	Peter Stevens	President	Heather Spring	Committee Member
	Bob Philpot	Vice-President	Marek Malter	Committee Member
	Steven Lang	Secretary	Paul Gilmour-Walsh	Member
	Peter Pamment	Treasurer	Mark Amos	Manager

**Apologies:** Keith Schelberg, Warwick Nash, Ben Green.

**0162.2 Declaration of Conflict of Interest**

*It is now a requirement to declare any conflicts of interest before commencing the meeting.  
Perceived conflicts of interest must be recorded in the Minutes of the meeting and those affected must abstain from the relevant discussions.*  
NIL

**0162.3 Minutes of the last Management Committee Meeting of LBCCG, held on Thursday 16<sup>th</sup> May 2024**

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

**Moved:** Steven Lang  
**Seconded:** Peter Stevens

**CARRIED**

**0162.3.1 Business arising from minutes -**

**Motion:** *That the Committee authorises Mark to purchase a new Mitsubishi Triton up to \$50000 ex GST*

**Moved:** Heather Spring  
**Seconded:** Peter Stevens

**CARRIED**

**0162.4 Correspondence**

Correspondence tabled (see Attachment1: Correspondence)

**Motion:** *That the Correspondence inwards and Correspondence outwards for May 2024*

**Moved:** Bob Philpot  
**Seconded:** Heather Spring

**CARRIED**

**0162.4.1 Business arising from Correspondence -**

**0162.5 Treasurer's Report**

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

**Moved:** Peter Pamment

**Seconded:** Bob Philpot

CARRIED

**Motion:** *That the Treasurer's Payment Schedules for May 2024 be endorsed*

**Moved:** Peter Pamment

**Seconded:** Heather Spring

CARRIED

**0162.5.2 Business Arising from Treasurer's Report**

**0162.5.3 Internet Banking Authority for Payment and Transfers**

**Motion:** *The following business to be added to the approved external transfer list at Bank of Queensland*

JM Bushland Maintenance (Contractor) – 43 763 912 892

Ellen Dickinson (GIS Consultant) – 81 308 407 208

**Moved:** Peter Pamment

**Seconded:** Heather Spring

CARRIED

**0162.5.4 Project Progress Report (Mark Amos)**

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**0162.6 Priority Business**

**Motion:** *Mark Amos to buy a new Iphone to suit his needs, value up to \$1700*

**Moved:** Peter Stevens

**Seconded:** Peter Pamment

CARRIED

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**0162.7 Reports**

N/A

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**0162.8 General Business**

**0162.8.1 Work Health and Safety Report -  
NIL**

**0162.8.2 Neurum Creek Rock Chute Project**

LBCCG has undertaken to provide a quote to SEQ Water to become project managers on the Neurum Creek Project

**0162.8.3 Staff Reviews**

**Motion:** *Mark to go to a nine-day fortnight according to RTO rules*

**Moved:** Heather Spring

**Seconded:** Peter Stevens

CARRIED

**Motion:** *All staff receive a 5% increase*

**Moved:** Peter Pamment  
**Seconded:** Heather Spring

CARRIED

**Motion** *Claire Wynn has taken on project work, so her hourly rate increases to \$ [redacted] + the 5% increase*

**Moved** Heather Spring  
**Seconded** Bob Philpot

CARRIED

**Note:** The Committee wishes to congratulate all staff for the continued quality of their work and the outcomes from the previous year.

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**0162.8.4 Updated Grievance and Dispute Resolution Policy Update**

**Motion** *We approve the upgraded grievance and dispute resolution policy, Policy number 010, Version 01.0.2024*

**Moved** Peter Stevens  
**Seconded** Bob Philpot

CARRIED

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**0162.8.5 Committee absences for upcoming meetings**

Bob Philpot away in August

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**0162.8.6 Ben Green's resignation – official notification to come**

Steven to write to Ben

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**0162.8.7 Other Business**

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The meeting closed at

*The next meeting will be held on the 11<sup>th</sup> July 2024*

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 2024

Signature of the Chair: