



## Gundduwa Regional Conservation Association Meeting Minutes

**Venue** Charles Darwin Reserve

**Date** 13/05/2016

**Time** 10:00am

**Participants**

Luke Bayley	Chair GRCA/Bush Heritage Australia
Jess Sackman	Proponent
Gordon McNeill	North Central Malleefowl Preservation Group
Raul Valenzuela	Shire of Yalgoo
Peter Waterhouse	Shire of Perenjori
Greg Burrows	(Proxy) NACC
Leah Bell	Ninghan Station
Steve Churchill	Proponent
Jude Sutherland	GRCA – Business Manager

Apologies: Richard McLellan, Ben McLernon

**Distribution** Gundduwa Regional Conservation Association

Chair: Luke Bayley

	Section	Action By/ Deadline
<b>1.0</b>	<b>Introductions and Gundduwa Business</b>	Luke
	Everyone welcomed to the meeting. Outline of Agenda for the day.	
<b>2.0</b>	<b>Declaration of Interest</b>	Jude
	Requested from Committee to express their conflict of interest. Luke expressed a conflict with the Blues for the Bush and CDR open Day event in relation to the possibility of funding being requested.	
<b>3.0</b>	<b>Minutes of Previous Meeting</b>	Luke
	<p><b>3.1 Minutes were presented to Management Committee:</b> Acceptance of previous Management Committee Minutes 5/04/2016</p> <p><b>Moved: Raul Valenzuela Seconded: Peter Waterhouse</b></p> <p><b>3.2 Matters Arising from Previous Minutes:</b> No business arising</p>	
<b>4.0</b>	<b>Correspondence</b>	Jude

	Section	Action By/ Deadline
	<p><b>In:</b> Ben McLernons' letter of resignation as Treasurer/Secretary for GRCA  <b>Out:</b> Letter of support to the Shires – sent out to Shire Presidents and CEO's.</p> <p>Send letter out to Ben thanking him for his contribution to GRCA. Clarify whether Ben will remain as a committee member on the Management Committee.</p>	
<b>5.0</b>	<b>Finance Report</b>	Jude
	<p><b>5.1 Financial report:</b>  Presented to Management Committee. Essentially the Young Leaders Project has been cancelled and should be taken off the Financial List.  <b>Moved: Leah Bell Seconded: Steve Churchill</b></p> <p><b>5.2 Murdoch University:</b>  Concerns that the Geotourism project may need assistance. Contact project to see if they need support with on-ground work.</p> <p><b>5.3 Project Reports:</b>  Send out project reports to Management Committee.</p>	
<b>6.0</b>	<b>Governance Discussion</b>	Jude/Luke
	<p><b>6.1 Bendigo Bank Account:</b>  Signatories have been completed. Signatories once registered with Bendigo online, funds can be transferred across to Gunduwa Account.  Letter of thanks to Shire of Dalwallinu</p> <p><b>6.2 Reporting:</b>  Written report to Proponents – Template for reporting, financial and written report.  Report to include objectives and activities.</p> <p><b>6.3 Gunduwa Regional Conservation Assoc Reporting:</b>  The GRCA will report to the Proponents on the progress, outcomes and financial contributions to each project at the end of each financial year.  Read and complete reporting requirements.</p> <p><b>6.4 Biodiversity Offsets Management Plan:</b>  Circulate relevant section to the Management Committee as they are responsible for compliance.</p> <p><b>6.5 Financial Audit:</b>  To be completed before the AGM in July 2016.</p>	
<b>7.0</b>	<b>Projects</b>	Jude/Luke
	<p>Discussion on accepting projects throughout the year as well as sending out EOI's for project applications.</p> <p><b>Motion:</b>  <b>Advertise annually after the AGM, the mechanism of funding for biodiversity and sustainability projects, EOI's will be received and considered throughout the year.</b></p> <p><b>Moved: Gordon McNeill Seconded: Raul Valenzuela</b></p>	

	Section	Action By/ Deadline
	<p><b>7.1 Charles Darwin Reserve Community Open Day – \$30,000</b> Discussion on proposal from the Community Open Day Management Group for Gunduwa to be a major sponsor for a contribution of \$30,000 to promote regional biodiversity and sustainability. The committee agreed that sponsorship was not where Gunduwa wanted to commit to, but a project application would be considered. Bush Heritage and Shire of Perenjori to present proposal as a project in an application template and follow guidelines of Gunduwa RCA.</p> <p><b>7.2 Young Leaders - \$10,000</b> Monies sitting at the Shire of Perenjori, request to use those funds for the youth of Yalgoo, Dalwallinu, Morawa and Perenjori to be involved in Gunduwa Tent, tours, activities on the day etc. Put forward Young Producers project as a project on the Gunduwa Project Application Template. Follow up Yalgoo contact for Youth engagement project.</p>	
<b>8.0</b>	<b>Business Plan</b>	Jude
	<p><b>8.1 Update on document:</b> The business plan was presented to the Management Committee. Discussion on map outline, it was decided that the EPA is to be contacted to clarify and extent map boundaries if necessary. Updates and feedback for the Business Plan requested from Committee by the end of next week.</p>	
<b>9.0</b>	<b>General Business and Late Items</b>	
	<p><b>9.1 WALGA:</b> Investigate opportunity to present at the 2017 WALGA Conference.</p> <p><b>9.2 Gunduwa Regional Conservation Assoc. is 1 Year old:</b> Incorporated on the 26<sup>th</sup> February 2015, celebrated with a cake to share.</p>	
<b>10.0</b>	<b>Meeting Closed &amp; Next Meeting</b>	
	<p>Meeting Closed: 12.30pm Next Meeting – AGM to be held @ Morawa in August 2016 Following Meeting: To be held @ Perenjori in November</p>	

**Signed as a true and correct record of proceedings:**

**Chair: Mr Luke Bayley** \_\_\_\_\_ **Secretary/Treasurer:** \_\_\_\_\_