



Gundduwa Regional Conservation Association Meeting Minutes

Venue Dalwallinu Discovery Centre

Date 25/05/2017

Time 10:30am

Participants		
Luke Bayley	Chair GRCA/Bush Heritage Australia	
Gordon McNeill	North Central Malleefowl Preservation Group	
Raul Valenzuela	Shire of Yalgoo	
Melissa Farrelly	Australian Wildlife Conservancy	
Leah Bell	Ninghan Station	
Jessica Stingemore/Proxy	Northern Agricultural Catchments Council	
Will Hansen/Observer	Bush Heritage Australia	
Joe Adair/Observer	Australian Wildlife Conservancy	
Jude Sutherland	GRCA – Business Manager	

Apologies: Jessica Sackman, Richard McLellan, Ben McLernon, Steve Churchill

Distribution Gundduwa Regional Conservation Association

Chair: Luke Bayley

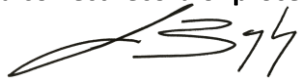
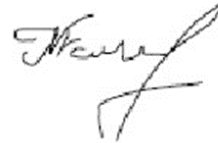
	Section	Action By/ Deadline
1.0	Introductions and Welcome	Luke
	Everyone welcomed to the meeting.	
	Introduction from Joe Adair & Will Hansen. Looking forward to working within the Gundduwa region for their respective organisations (AWC & BHA). Jessica Stingemore invited by Richard McLellan as proxy for NACC.	
2.0	Declaration of Interest	Luke
	Circulated and noted declaration of interest by Committee. (Separate document)	
3.0	Minutes of Previous Meeting	Luke
	3.1 Minutes were presented to Management Committee: Acceptance of previous Management Committee Minutes 17/03/2017 Moved: Raul Valenzuela Seconded: Melissa Farrelly	
	3.2 Minutes were presented to Management Committee: Acceptance of previous Management Committee Minutes 30/03/2017 Luke summarised the project outcomes that was decided at the special meeting. Moved: Gordon McNeill Seconded: Raul Valenzuela	
4.0	Matters arising from Previous Minutes:	Luke
	Action: Attach plan to minutes for future meetings.	
5.0	Correspondence	Jude

	Section	Action By/ Deadline
	<p>Out:</p> <ol style="list-style-type: none"> 1. Project Letters - Approval letters 2. Projects Letters – Projects not funded at this time 3. Project Letters – Advising of requested provisions within projects 4. Gunduwa Meeting – Invitation to Shire Presidents & CEO’s, Yalgoo, Perenjori, Morawa, Dalwallinu & Mt Marshall 5. Advertising – Geraldton Guardian, Midwest Times and Local Papers throughout May 2017 for meeting in Dalwallinu 6. Project Contracts – Sent to new projects 7. Application for Standard Booth – WALGA Conference 8. Letters – Invitation to Melissa Price, Shane Love, Darren West, Ian Blayney, Brian Ellis <p>In:</p> <ol style="list-style-type: none"> 1. Final Written Report – Murdoch University – Geotourism Project & request to present project in the future 2. Final Written Report – Central Wheatbelt Declared Species Group 2015 Project 3. Letters from Melissa Price, Shane Love, Darren West – Not able to attend due to Parliament. <p>Moved: Gordon McNeill Seconded: Leah Bell Action:</p>	
6.0	Finance Report	Jude
	<p>6.1 Financial report ending 30 April 2017: Period ending 30th April 2017 Financial Statement. Audit due before the AGM. Interim arrangements need to be put in place, contact Richard McLellan to be Proxy Treasurer. Moved: Melissa Farrelly Seconded: Raul Valenzuela</p> <p>Motion: Richard McLellan to be acting Treasurer until Melissa Farrelly returns from maternity leave or another Treasurer is elected after the AGM. Moved: Gordon McNeill Seconded: Raul Valenzuela Action: Audit before AGM Action: Write to Richard requesting to be our interim Treasurer while Melissa is away</p>	
7.0	Governance Discussion	Luke
	<p>7.1 Constitution - Discussion on number of Management Committee members.</p> <p>Proposed Resolution:</p> <p>10 Management Committee (1) Subject to sub-rule (9), the affairs of the Association will be managed exclusively by a Management Committee, consisting of: (a) a natural person appointed by each Proponent at an Annual General Meeting; and (b) not less than 3 and no more than 8 other natural persons, all of whom must be Members of the Association and must be elected at an Annual General Meeting or appointed under sub-rule (8).</p> <p>15 Proceedings of the Management Committee (4) At a Management Committee Meeting an absolute majority of all Management Committee Members constitutes a quorum.</p> <p>Moved: Melissa Farrelly Seconded: Raul Valenzuela</p>	Jude

	Section	Action By/ Deadline
	<p>Action: Look at the constitution and determine the sequence of events that a special resolution can be moved by the organisation. The Department of Commerce advised that the special resolution must be moved and passed by the members, this can be done at the AGM, it must then be lodged at the Department of Commerce within 28 days. It cannot be acted upon at this AGM.</p>	
8.0	WALGA	
	<p>8.1 Booth display – Gunduwa to display from the 2/08/17 – 4/08/17 at the Perth Convention Centre.</p> <p>8.2 Develop a one pager display to identify who, what, where for Gunduwa. Celebrate projects, proponents, partner organisations, website. Model of collaboration in local government. What we might focus on in the next 5 years. Information sheet to be sent to WALGA for information file to all delegates.</p> <p>Action: One pager- roster, flyer, banner, timetable.</p>	
	The Western Australian Biodiversity Science Institute (WABSI)	
	<p>Meeting with Guy Boggs regarding their strategic Directions for research data capabilities. WABSI aims to provide a single point of contact for the access of past research, leading biodiversity science expertise, to be made available to stakeholders. Ensuring that research is beneficial to the industry and community, relevant and accessible to the end user. www.wabsi.org.au</p> <p>Action: Invite Guy Boggs to AGM meeting as Guest Speaker.</p>	
9.0	Projects	
	<p>9.1 2015 Project Update All Projects have been completed, except for YYCMG which has an extension to October 2017. All funds have been expended for the remaining 2015 projects. 2017 – 4 Contracts have been received back. 1st invoice has been paid to Carbon Neutral and CCWA. Discussions on what the Management Committee expects from the reporting after receiving the Geotourism report. Documentation for future Project Reporting: Suggestions to include more concise final written documentation in project contracts.</p> <p>Action: Review of past projects. Update on what has been achieved. Action: Agenda Item – Project Reporting</p>	
11.0	Thinking Big	
	<p>11.1 22/04/2017 NCMPG offered structure and assets, including monetary assets to setup a state wide Malleefowl body. NCMPG had several meetings to close the group and will invest in a State-wide Malleefowl affiliated body.</p> <p>11.2 Malleefowl Meeting: Predator control sites, Charles Darwin Reserve, Australian Wildlife Conservancy, Mount Gibson Mining, Department of Parks and Wildlife. Paired sites across the South of Australia how predator control impacts the sustainability of Malleefowl. Monitoring sites, data input around Sept/Oct to find out whether the predator control has made a difference. Data to be available to outside organisations. Logon to website to have access to research results on one central database.</p> <p>11.3 Leveraging funds for Gunduwa RCA. Take some projects and work with various organisations on an ongoing activity.</p> <p>Action: Think about leveraging funds going into the future. Agenda Item next meeting allocate 40mins</p>	

	Section	Action By/ Deadline
12.0	General Business and Late Items Action: Investigate process to move the motion of a special resolution for the GRCA constitution	
	No general business	Luke
13.0	Meeting Closed & Next Meeting	
	Meeting Closed: 12.18pm Next Meeting: 17 th August 2017 AGM at Perenjori Action: Dates to be sent out to Committee for AGM meeting.	Luke

Signed as a true and correct record of proceedings:

Chair: Mr Luke Bayley _____ Secretary/Treasurer: _

Melissa Farrelly