

NSW Wildlife Council, Inc.

Fourth Annual General Meeting

Wednesday 24 March 2010 at 11.15am
Department of Environment Climate Change & Water
Bridge Street, Hurstville

Minutes

1. Meeting open and Welcome

1.1 Present: Audrey Koosmen (Chair) NATF; Stan Wood (Vice Chair) WIRES; Shirley Lack (Secretary and Insurance Officer) NARG, Julia McConnell (Treasurer) IGL, Marny Bonner (Media Officer) ASR, Elena Guarracino (Revenue Officer) LAOKO, Lorraine Vass (Minute Secretary) FOK, Philip Machin NARG (Alt.), Georgia Gowanloch SONA, John Gorham FAWNA, John Meany NANA, Caroline Enfield WIRES (Alt.), Georgie Whaley NRWC; Gwen Parry-Jones, Wildlife ARC; Jan Brazel Wildlife ARC (Alt.), Sally Jacka TVWC (Alt.), Helen Kennedy, Sydney Wildlife (Alt.), Coralie Tarlinton Wildcare Qbn, Shona Lorigan ORRCA (Alt.), Brian Chetwynd NTWC, Andrew Burton Wildlife Aid, Damien Brell, Wildlife Aid (Alt.), Peter Daniels, Corrective Services NSW Wildlife Care Centre, Lisa Iwan, Corrective Services NSW.

1.2 Apologies: Ilona Roberts TVWC, Sonja Elwood Sydney Wildlife, Greg Tarlinton Wildcare Qbn (Alt.), Ronnie Ling ORRCA, Cheryl Cochrane NRWC (Alt.), John Mostyn IGL (Alt.).

1.3 Teleconferencing: Jill Taylor Hunter Koala Preservation Society

2. Confirmation of Minutes of Third Annual General Meeting held Sunday 9 November 2008

Lorraine Vass moved and **Julia McConnell** seconded that the draft Minutes be accepted as read and confirmed. **Carried unanimously**

3. Presentation of Reports

3.1 Chair - Audrey Koosmen read her report which had been circulated by email prior to the meeting.

Julia McConnell moved and **Marny Bonner** seconded that the Chair's report be received and noted. **Carried unanimously**

3.2 Treasurer – Julia McConnell presented her report and spoke to the *Financial Statements for the year ended 30 June 2009*, both of which she had circulated by email prior to the meeting.

Andrew Burton moved and **John Meany** seconded that the Treasurer's report be adopted. **Carried unanimously**

Georgie Whaley moved and **John Meany** seconded that two members of the Committee in attendance be authorized to sign the Annual Statement to be registered with the NSW Office of Fair Trading. **Carried unanimously**

4. Confirmation of Membership and Member Representatives for 2009-10

The Secretary advised receiving correspondence confirming membership and representation from: LAOKO, NATF, NTWC, NARG, Sydney Wildlife, Independent General Licencees, FOK, and Wildlife ARC.

Action: The Secretary will write to members, reminding them to notify the Council in writing and on letterhead of their representatives and alternates for 2010.

5. Elections

The meeting agreed to appoint John Gorham as Returning Officer.

The Chair declared all office bearing and non office bearing, named positions vacant.

5.1 Office Bearers (Executive)

The Returning Officer read out the nominations received for office bearing positions:

Chair: **Audrey Koosmen** NATF Nominated by Shirley Lack NARG and
Seconded by Elena Guarracino LAOKO;

Vice Chair **Stan Wood** WIRES Nominated by Audrey Koosmen NATF and
Seconded by Shirley Lack NARG.

Secretary **Shirley Lack** NARG Nominated by Julia McConnell IGL and
Seconded by Audrey Koosmen NATF.

Treasurer **Julia McConnell** IGL Nominated by Audrey Koosmen NATF and
Seconded by Shirley Lack NARG

Media Officer **Elena Guarracino** LAOKO Nominated by Julia McConnell IGL and
Seconded by Stan Wood WIRES.

As the number of nominations received did not exceed the number of vacancies to be filled, the nominees were deemed to be elected unopposed.

Audrey Koosmen resumed the Chair.

5.2 Named Positions

Revenue Officer: **Elena Guarracino** LAOKO Nominated by Shirley Lack NARG and
Seconded by Julia McConnell IGL

Minute Secretary: **Lorraine Vass** FOK Nominated by Julia McConnell IGL and
Seconded by Stan Wood WIRES'

Webmaster and **Greg Tarlinton** Wildcare Qbn. Nominated by Coralie Tarlinton and
Forum Administrator: Seconded by Helen Kennedy Sydney Wildlife.

Insurance Officer: **Shirley Lack** NARG Nominated by Stan Wood WIRES and
Seconded by Lorraine Vass FOK

Nature Conservation **Lorraine Vass** FOK Nominated by Shirley Lack NARG and
Council of NSW Rep.: Seconded by Stan Wood WIRES

Newsletter Editor: **Philip Machin** NARG Nominated by Shirley Lack NARG and
Seconded by Julia McConnell IGL

Education Officer: Appointment deferred.

The Chair commended the work of John Donnelly, NTWC's representative and the previous Education Officer, on behalf of the Council.

She also proposed that a letter of thanks be written to Carmel and Frances Woods, volunteer Minute Takers for the Council during 2009.

Action: The Secretary to write to Carmel and Frances Woods.

6. Confirmation of Public Officer 2009-10

Lorraine Vass FOK agreed to continue in the position. Nominated by Julia McConnell IGL and Seconded by Stan Wood WIRES. **Carried unanimously.**

7. Confirmation of Honorary Auditor 2009-10

Ron Witham has agreed to continue as Honorary Auditor. Nominated by Julia McConnell IGL and Seconded by Lorraine Vass FOK. **Carried unanimously.**

8. Other Business

8.1 Authorised Bank Signatories

Julia McConnell moved and **Stan Wood** seconded that Shirley Lack be added as a signatory to the Council's bank account. **Carried unanimously**

Action: The Treasurer to initiate the necessary paperwork to add Shirley Lack and confirm that the existing signatories are Audrey Koosmen, Stan Wood, Julia McConnell and Lorraine Vass.

8.2 Membership fees

Council membership is presently fee-free. The notion of introducing fees based on a full/associate membership structure had been discussed by the Executive in the context of encouraging active participation and also uncertainty about future funding arrangements.

Following spirited discussion between a few members who support the concept and the majority of members who don't, it was agreed to maintain the status quo until such time as a review appears necessary.

Coralie Tarlinton moved and **Helen Kennedy** seconded that membership of the Council remain *gratis* for the present. **Carried, Marny Bonner and John Gorham abstaining.**

8.3. Improved communication

In response to perceived shortcomings in dissemination of Council business to the members of some member groups, the Forum Administrator has proposed to create an extended distribution list which would be offered to individuals for receiving information authorized by the Executive.

The principle of transparency was universally supported but there was also strongly held view that responsibility for information flow rests with each member's representative. An offer limited to the management committees of each member group was seen as a means of testing the degree of interest in such a mechanism.

Coralie Tarlinton moved and **Shirley Lack** seconded that a distribution list for receiving information authorized by the Council's Executive be offered to Committee members of member groups and to individual general licence holders. **Carried, Julia McConnell voting in the negative and Marny Bonner, Elena Guarracino and Jill Taylor abstaining.**

Action: The Secretary to write formally to each member group outlining the Council's expectation that member representatives will regularly disseminate information about the Council and its business, and inviting management committee members to register for a distribution list to receive directly minutes of the Council's meetings as well as any other correspondence authorized by the NWC Executive for direct forwarding to member management committee members.

The IGL Representative will make a similar offer to her constituents.

8.4 Delegating Authority

Lorraine Vass moved and **Sally Jacka** seconded adoption of the recommendation by the Executive that the Media and Revenue Officers have delegation to proceed with their respective initiatives, subject to consultation with the relevant species specialists or local organizations and with the endorsement of no fewer than two other members of the Executive within a timeframe proposed by the respective officers. The actions undertaken are to be reported for confirmation at the following meeting of the Council. **Carried unanimously**

Matter arising

Actions: The Secretary to list as an agenda item for the General Meeting to be held in May: *Delegated authority of office bearing positions.*

Executive members to prepare an information paper listing those delegations and authorizations they understand to have been formally conferred by the constitution or by meeting resolution, or which have developed over time, for distribution with the agenda.

8.5 Annual General Meeting 2010

Coralie Tarlinton moved and Georgia Whaley seconded that a General Meeting be held on Saturday 28 August to be followed by the Annual General Meeting and Review of the Strategic Plan on Sunday 29 August 2010. **Carried unanimously.**

Action: Stan Wood to book The Centre, Randwick.

9. Presentations and Votes of Thanks

Votes of thanks were proposed by:

Jill Taylor, to the outgoing Executive and portfolio holders for their fortitude and endeavour in a particularly difficult year, and to the incoming Executive and portfolio holders for again taking up the challenge.

Julia McConnell, to the Honorary Auditor, Ron Witham for his generous and efficient attention to the Council's 'books'.

Audrey Koosmen, to the Department of Environment, Climate Change and Water and in particular Allan McLean, for his assistance with meeting arrangements throughout the year, and to Kevin Roberts of the RTA, for his cordial facilitation of financial assistance.

Elena Guarracino, to Phil Machin for his assistance to the Executive and portfolio holders and also for resurrecting the newsletter.

Sally Jacka moved and **Helen Kennedy** seconded that the votes of thanks be endorsed. **Carried unanimously**

10. Review of the Strategic Plan and Priorities for 2010

Stan Wood moved and **John Gorham** seconded that the review of the Strategic Plan and Priorities be deferred until the meetings in August. **Carried unanimously.**

11. Close of Meeting

There being no further business, the meeting closed at **12.45pm**