

New South Wales Wildlife, Inc.
General Meeting Number 21
Saturday 27 August 2011 at 9:30am

*The Centre
Frances Street, Randwick, Sydney*



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MINUTES

1. Meeting Opening and Welcome

Meeting opened 9:34am by acting Chair Lorraine Vass

1.1 Present

Name	Group
Lorraine Vass	Friends of the Koala
Meredith Ryan	FAWNA
Joanne Kelly	Wildlife Aid
Samantha Kendal	Northern Rivers Wildlife Carers
Leanne Taylor (Alt)	WIRES
Caroline Enfield	WIRES
Kerry Ellis	Sydney Wildlife
Rochelle Ferris	Australian Seabird Rescue
James Fitzgerald	LAOKO
Brian Chetwynd	NTWC
Jill Taylor	HKPS
Coralie Tarlinton	Wildcare Qbn
Greg Tarlinton (Alt)	Wildcare Qbn
Shona Lorigan	ORRCA
Shirley Lack	NARG
Philip Machin (Alt)	NARG
Gwen Parry-Jones	Wildlife ARC
Jan Brazel (Alt)	Wildlife ARC
John Meany	Wildlife Rescue South Coast

1.2 Apologies

Helen Kennedy (Sydney Wildlife), Ilona Roberts (TVWC), Alison Cooper (ORRCA), Paige Sinclair (Pet Porpoise Pool Pty Ltd), Kathrina Southwell (Alt. ASR), Ian Gowanlock (SONA), Paul McLeod (KIC), Mandy Penhall (Alt. KIC), Audrey Koosmen (NATF), Julia McConnell (IGL), Pete Graham (LAOKO), Brian Chetwynd (NTWC).

Audrey's message to the group was noted.

1.2 MOTION: A get well soon note shall be sent to the Chair, Audrey Koosmen.

MOVED John Meany
SECONDED Gwen Parry-Jones

CARRIED

1.3 Declarations of interest - nil

2. Register of Proxies - nil

3. Presentations

Ms Amanda Cox - Wombat Protection Society of Australia Ltd – The Society and its work, manage and licensing considerations.

Mr Ron Haering – Wildlife Licensing & Management Unit (OEH). Update on reporting and other issues.

11:30 Morning Tea Break

11:45 Meeting resumed.

Brian Chetwynd (NTWC) joined the meeting.

4. Confirmation of the Minutes of General Meeting No. 20 held 28 May 2011

4. MOTION: That the minutes of the NWC Meeting Number 20 tabled are a true and accurate record.

MOVED Rochelle Ferris
SECONDED Meredith Ryan
CARRIED

4.1 Business Arising

4.1.1 Meeting No. 20 Agenda Item 5.8 and actions to be taken in the development of the Public Fund Management Committee and compliance issues.

4.1.1 MOTION: That the Council rescind the resolution related to the name of the proposed public fund (agenda item 5.8 State Disaster Donations) from general Meeting No. 20 held on 28 May 2011. The resolution reads as follows.

“.... That the name of the proposed fund be the NSW Wildlife Council, Inc. Public Fund and that the management committee comprise five members, one of whom is the NWC Treasurer (Jill Taylor/Ilona Roberts)”

MOVED Lorraine Vass
SECONDED John Meany
CARRIED

4.1.2 Motion: That the number of management committee members for the NWC Public Gift Fund remain settled at five members.

MOVED Jill Taylor
SECONDED Caroline Enfield
CARRIED

4.2 Chair’s review of the circulated action list (6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7, 6.8 listed under General Business below.

5. Reports

5.1 In the absence of the Treasurer, the Media Officer presented the financial reports.

- i. Statement of Accounts
- ii. Reimbursements for approval

The Council is able to meet all expenses and liabilities if and when they fall due.

5.1 Motion: That the Council accepts and acknowledges the tabled financial reports.

MOVED Coralie Tarlinton
SECONDED Shona Lorigan
CARRIED

5.2 Insurance Report – Shirley Lack

No claims have been made against our insurance company. However we did have 1 accident in which the carer slipped while going to feed Kangaroos, she broke her ankle in 2 places and it took her 2 hours to crawl to the house to contact the ambulance. She was operated on the next day and a plate and 2 screws inserted into her ankle. She is a Wildlife Rescue South Coast member but was house-sitting for a WIRES member.

5.2 Motion: That the Council accepts and acknowledges the tabled Insurance Claim Report.

MOVED Shona Lorigan
SECONDED Gwen Parry Jones
CARRIED

5.3 Membership Officer's Report – Shirley Lack

The NWC has had 6 changes of representatives and alternates this quarter.

FAWNA have changed representative and alternate roles.

Northern Rivers Wildlife Carers have replaced their representative.

ORRCA have a new representative and alternate.

Sydney Metropolitan Wildlife Service has a new alternate.

Wildlife Aid have a new representative.

WIRES have a new representative and a new alternate.

5.3 Motion: That the Council accepts and ratifies the new representatives and alternates from the Member groups.

MOVED Meredith Ryan
SECONDED Jill Taylor
CARRIED

5.4 Media Officer's Report – Shirley Lack

There was no media to report in the last quarter.

5.5 Secretary's Report – Brian Chetwynd

Incoming and outgoing correspondence was tabled and delegates invited to peruse over lunch. Correspondence Lists will be appended to the minutes.

5.5 Motion: That the Council accepts the Secretary's report.

MOVED James Fitzgerald
SECONDED John Meany
CARRIED

5.6 Nature Conservation Council of NSW – Lorraine Vass

Notice of the NCC's Annual Conference and Environment Awards 2011, to be held on Saturday 29 October and Sunday 30 October. Venue yet to be advised.

Friday 16 September 2011 Deadline for lodging motions

Wednesday 5 October 2011 Registration of delegates and observers

5.6 Motion: The Council appoints Lorraine Vass (FOK) as the NWC delegate, and Kerry Ellis (Sydney Wildlife) as an observer, at the NCC Annual Conference and Environment Awards 2011. The Council acknowledges that there will be costs associated with this representation and agree that the expenditure is in line with the NWCs objectives.

MOVED Rochelle Ferris
SECONDED Shirley Lack
CARRIED

12:40 pm BREAK FOR LUNCH

6. General Business

6.1 Strategic Plan 2011 – 2015 – Development

The Council discussed developing and assigning actions as a result of the strategic planning workshop.

6.1 Motion: That the matter be discussed at the end of AGM.

MOVED Coralie Tarlinton
SECONDED Shona Lorigan
CARRIED

6.2 Governance Issues Report Inc Register of Conflict of Interests - Brian Chetwynd – discussion paper, recommendation and draft Declarations of Interest Register to be circulated and appended to the minutes.

6.2.1 Motion: That the Council initiates an annual Declaration of Interest Register for all member groups, and that this declaration is included with the notification to the NWC of representatives and alternates nominated by each group. Such declaration should read as follows “The members appointed as Representative, *(name)* and Alternate *(name)*, declare their interests as members of *(group name)*, and *(declare any other interests here)* to the NWC.”

This declaration is a governance requirement under the *Associations Incorporation Act 2009*.

MOVED Brian Chetwynd
SECONDED Samantha Kendal
CARRIED

6.2.2 Motion: That the Council approves a standing delegation to the Treasurer of \$4,000 (per meeting) for reimbursing all reasonable costs associated with members attending, and the running of the meetings.

MOVED James Fitzgerald
SECONDED Philip Machin
CARRIED

6.3 Executive Assistant Position – Brian Chetwynd circulated the Position Description.

6.3 Motion: That the new Executive elected at the AGM on Sunday August 28th reviews the Executive Assistant Expression

of Interest, and advertises for the position before the end of September 2011.

MOVED Jill Taylor
SECONDED Caroline Enfield
CARRIED

6.4 NWC Public Gift Fund Management Committee Membership

This item was dealt with earlier in the meeting.

6.5 Shared database Andrew Burton – via the Chair

Andrew's report Shared Database to Date was circulated by email on August 26 2011, and was tabled at the meeting.

6.5.1 Motion: That, although Andrew Burton is no longer Wildlife Aid's representative to the NWC, that given Andrew's skills in the area, the Council would be most grateful to continue working with Andrew on the project.

MOVED Rochelle Ferris
SECONDED Shirley Lack
CARRIED

ACTION ITEM: That the Database Working Group, being Rochelle Ferris, Brian Chetwynd and Andrew Burton, continue working together on the development of a shared rescue record database and continue as planned to meet with WIRES to discuss those issues and opportunities.

6.6 NWC Website

ACTION ITEM: Brian and Greg will coordinate the management of the domain name, and other issues relating the management of the website.

6.7 Draft NSW Commercial Kangaroo Harvesting Management Plan 2012 – 2016

ACTION ITEM: That the Executive review the original document sent to the EDO on June 16th and subsequent correspondence with a view to lodging a submission on the Draft Plan by the extended deadline, COB Monday August 29 2011.

6.7 Motion: The Council ratifies the execution of the agreement between the EDO and the NWC as documented in the letter to the NWC dated July 18th 2011.

MOVED Lorraine Vass
SECONDED Jill Taylor
CARRIED

- 6.8 WPSA & UTS Gala Fundraising Event – Shirley Lack’s report was noted and is appended.
- 6.9 Companion Animal Act
Held over in Julia’s absence.
- 6.10 Hendra Virus/wildlife rehabilitation groups
Round table discussion on the issue of Hendra virus across the state. The Chair noted the quality FAWNA Hendra virus leaflet.
- 6.11 Centre for volunteering
Held over in Julia’s absence.
- 6.12 8th Australian Wildlife Rehabilitation Conference – July 16-20, 2012 – Call for presenters – Lorraine Vass

ACTION ITEM: The Council instructs the incoming Executive to consider presenting and/or attending on behalf of NWC at the AWRC 2012 in Townsville.

- 6.13 Resignation as NWC Public Officer – Lorraine Vass
ACTION ITEM: That the position of Public Officer be listed as ‘vacant’ at the Annual General Meeting on Sunday 28th 2011.

6.13 Motion: That the Council moves to thank Lorraine for her service to the NWC as Public Officer, her work has been greatly appreciated.

MOVED Meredith Ryan
SECONDED Shona Lorigan
CARRIED

- 6.14 NWC Meeting Arrangements: the job has become difficult to manage. It would assist the organiser if the members would adhere to the following instructions.

ACTION ITEM: That all members commit to meeting arrangements such as accommodation and catering requirements, no less than 10 days prior to the meeting. Caroline Enfield agreed to manage the arrangements of future meetings.

- 6.15 Constitutional matter and proposed amendment – Discussion – Philip Machin – NARG. Notes [to be] appended.

4:45 WIRES members left

ACTION ITEM: For the new Executive elected tomorrow, to consider expanding the Executive by two extra members.

ACTION ITEM: That the minutes of the Executive Committee be circulated to all the members.

6.16 Nomination of Dr Howard Ralph for Citizen of the Year or Senior Citizen of the Year – Peter Graham, LOAKA

Note: The NWC provided a letter of support for the nomination around 18 months ago. (Shirley Lack)

6.16 Motion: The Council advises that it is pleased to contribute to an appropriate nomination by LAOKO for Dr Howard Ralph.

MOVED James Fitzgerald
SECONDED Rochelle Ferris
CARRIED

7. Any other business

7.1 Grants to Wildlife Carers.

James Fitzgerald proposed that some of the surplus funding available in the NWC account be allocated to a grant-style program that will provide support to the members.

7.1.1 MOTION: That the Council considers that funding be directed to supporting member groups of the Council by way of offering, by proposal or application, to the Council for project based work for the support of wildlife.

MOVED James Fitzgerald
SECONDED Jill Taylor
CARRIED

ACTION ITEM: That interested members engage in as a working group in a discussion via email on formulating guidelines, a budget, assessment and evaluation procedures, and bring back to the Council for their consideration.

7.2 Keeping Wildlife as Pets Questionnaire.

Shirley Lack brought to the Council's attention an email circulating which seeks a positive experience of keeping wildlife as pets.

The Council notes its position on keeping wildlife as pets, and will consider the email brought to its attention. The Council considers any response to the email to be at the discretion of individual members.

8. Future meeting dates

General Meeting no.22: Tuesday 22 November 2011 – OEH, Hurstville

General Meeting no.23: Tuesday 28 February 2012 - OEH, Hurstville

General Meeting no.24: Tuesday 22 May 2012 – OEH, Hurstville

General Meeting no.25 and Seventh AGM 25/26 August 2012 – The Centre, Randwick

8.1 MOTION: That the future meeting dates go ahead as listed in the agenda.

MOVED Brian Chetwynd
SECONDED Shona Lorigan
CARRIED

Meeting closed at 5:35pm.
