**Wilson Inlet Catchment Committee**

**PO Box 118**

**MOUNT BARKER WA 6324**

**ORDINARY MEETING MINUTES**

 **19.01.2017**

**Present:**

Shaun Ossinger

John Rodgers

Jenni Loveland

Peter Cabron

Frank Hancock

Leon Delpech

Jenny Henzel

Karen Herilhy

Laura West

**Apologies:**

Shaun McHenry

Lynne Kelly-Stothard \*

MBCG \*

Basil Schur

Loris Wilson

Lorraine Naylor

Iain Marshall

Leanne Tomlinson

(SO failed to add to invite list)

**Minutes of previous meeting:**

Minutes of meeting September 15 September 2016

***Motion:*** *That the previous Minutes be accepted as true and correct*

***Moved:*** *Frank Hancock* **Seconded:** *Jenny Henzell* **Carried**

**Business arising:**

* Melissa Weir resigned as bookkeeper and a new Bookkeeper has been appointed. The new bookkeeper is Heather Carter from Equitas Bookkeeping in Denmark.
* Lorraine Naylor has not been able to attend the Regional Estuaries Initiative (REI) so Arthur and Sue Patterson attended. Report was sent out with the agenda.
* SCNRM meeting- John and Shaun attended this. Please forward this invite to Laura next year **(ACTION ITEM).**
* SO applied for a State NRM grant last year to fund a coordinator to implement the Lindesay Link CAP. Original application was rejected but they have come back with an offer of less money. Shaun sent out the proposal for us all to see and this proposal will be implemented. It will be concentrating on baiting for protection of honey possum and black glove wallaby habitat.

***Moved:*** *Frank Hancock* **Seconded:** *Jenny Henzell* **Carried**

**Correspondence in:**

1. ACNC annual information update
2. GRDC application for scholarships is out now
3. REI Guidelines for works implementation
4. SCNRM invitation for meeting
5. Award letter for last year’s school award ceremony
6. Award letter for State NRM Grants X 2 (Wilson Inlet SGW Phase 1 and Implementing the Lindesay Link CAP
7. Letter to applications round three
8. Award letter State NRM to re-treat regrowth phase 1
9. $30’000 achieved for woody weed removal

**Correspondence out**

1. Microbes advertisement
2. River walk advertisement
3. Field day microbes advertisement
4. REI report Period 1 (3 monthly reports)
5. NLP Report Period 3

**Moved:** Frank Hancock **Seconded:** Jenny Henzell **Carried**

**Chairperson’s Report**

John Rodgers tabled his Chairman’s report.

Thank you to Shaun for the Christmas party

See John Rodgers report

***Moved:*** *Frank Hancock Seconded: Jenny Henzell* **Carried**

 **NRM Officer’s Report**

Shaun Ossinger tabled his report.

Provided with Agenda for this meeting

***Moved:*** *Leon Delpech Seconded: Frank Hancock Carried*

**Treasurer’s Report:**

Treasurers report was tabled.

The treasurers report will be changing and taking a different format. Leon showed different formats of what he can do in the future to make things run more smoothly at the meetings and help us to get a grip on what is happening in the financial side of things. Future reports will combine Treasurer, Chair and Project Officer report in a single page dashboard system which uses stoplights to flag progress.

Discussion was had about what is happening with the money and how to manage what is available at the moment. The finances are tracking well and no problems at this point according to Leon.

***Moved:*** *Leon Delpech Seconded: Jenny Henzell Carried*

**SCNRM Report:**

Karen Herilhy tabled report

Karen introduced herself, Sally from SCNRM is doing a grant release for small not for profit organizations. All welcome to apply. The NLP funding will be winding up in 2018 and SCNRM are awaiting to see what happens with the government as to what will be the funding in the future. Karen spoke on the updated the regional strategy.

***Moved:*** *Jenny Henzell* **Seconded:** *Laura West Carried*

**General Business:**

* Shaun explained mail chimp and how if you are a member of WICC the mail chimp email that you receive should take you directly to the WICC website. Some financial information will be keep on the web site that is only accessible to members
* Melissa Weir has resigned as bookkeeper and we now have a new bookkeeper.
* Soil testing will be in March 2017 as part of the REI program. Approximately 25 landholders in the Wilson Inlet Catchment have taken up the subsidy to date. WICC will be handling on ground works for soil testing under the REI starting next FY as part of our REI contract.
* We are increasing the daily withdrawal from $10,000 to $15,000 to avoid overdrawing the account when big payments are made.
* Dung beetles are on hold until September 2017 but Shaun has been monitoring some sites that were released last year. He was able to obtain a few small amounts and all is going well with this.
* Green army has basically wrapped up the program due to the Government withdrawing the money so some of our upcoming projects where we were planning to use them will be affected.
* Jenny Henzell gave a brief report on the Friends of Mondurup Reserve. Saying that works are basically on hold at the moment as Kevin has been very sick and unable to anything in the reserve. Shaun is wanting to do weed mapping on the site and Jenny will talk to Kevin and get back to Shaun **(ACTION ITEM).**
* Lindsay link State NRM grant- Mapping will be undertaken on the Honey Possum and the Black gloved wallaby and Shaun has been in contact with feral animal control consultant. We will be getting information from the general public, camera trapping and taking data from previous findings. Shaun asked if committee is interested in getting involved by going through the footage from the camera traps. WICC needs to form a small subcommittee to meet 3 monthly to help design the program and keep it running smoothly. Stephen Frost and Frank Hancock are interested in being a part of this. We need to have someone with experience and knowledge in this area. The monitoring is scheduled to start in February. The Denmark Shire is interested in helping with the baiting and have offered the use of their current WICC Wilson Inlet Management Strategy funding ($6000 per year) to be utilised towards the baiting (one of the WIMS strategies is feral fauna control). SO stated that DPAW will be integrating there baiting with ours to increase the coverage

 Peter Caron agreed to get information on the pest injection device and send out to all members **(ACTION ITEM).**

* Leon D is wanting to add a program via new software to help track funds. This was endorsed and all accepted. Leon will purchase software **(ACTION ITEM)**
* WICC constitution is due to be updated we can follow a template and make it suit WICC’s needs. We will need to know our goals and what WICC wants to achieve as a group. We will need to discuss this at the next informal meeting. There needs to be more clarity so the PO or contractor doing the works can follow these guidelines. This will be tabled at the next planning meeting in February **(ACTION ITEM)**
* J R is storing much of WICC’s machinery and recently had to move some to the neighbors shed due to lack of room. We need to discuss at an informal meeting what should be done with this gear in regards to storing and maintenance **(ACTION ITEM)**
* Govey Dam needs weed removal done and SO is getting a quote on weed removal this week. Need to have a meeting with the Shire and OHCG as to whos responsible for this area. JL to arrange a meeting**. (ACTION ITEM).**
* Discussion had about SO buying the computer off WICC and leasing it back to WICC. Leon D to look into the fair pricing for this. **(ACTION ITEM)**
* Vehicle has now been sold for $7500.00. For information only.

Meeting closed 6:45

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| ACTION ITEM  | Person  | By | Status |
| Discuss what to do with Machinery at John’s place  | All | Next planning meeting |  |
| Discussion regarding WICC’s policies and terms of reference to update and guide PO field decisions | All | Next Planning meeting |  |
| Meeting needs to be arraigned for discussion about govey dam | Jenni Loveland | 1/2/2017 | Completed – Had meeting. WICC and OHCG to split costs. Budget agreed. |
| Shaun wanting to buy the WICC computer. Need to look into a fair price for this. Leon to use ‘Sell my Mac’ recommended pricing and advise of price. Send to JR first. | Leon Delpech  | 1/3/2017 |  |
| Information sought on the new pest injector | Peter Cabron | 1/3/2017 |  |
| Discuss with Kevin about Mondurup reserve weed mapping | Jenny Henzell | 1/3/2017 | Completed – Shaun mapped Monderup with Kevin Collins. Weed works scheduled for early March (along with railway reservie and Govvie Dam) |
| Forward all SCNRM invites to whole of group | Secretary | Ongoing | Ongoing |
| 1080 Pest Injector system overview distributed to WICC | Peter Caron |  |  |