



Yarra Yarra Catchment Management Group

Minutes

26th March 2020
10.00am
Teleconference

General Meeting - Minutes

1. Open General Meeting – 10.00am

1.1. Attendance: Jude Sutherland, Stacey Hudson, Lizzie King, Peter Syme, Paulina Wittwer

1.2. Apologies: Rowan Smith

2. Minutes of Previous General Meeting, held 24th October 2019

2.1. Amendments – no amendments

2.2. Matters arising – to be discussed in general business

2.3. Sign previous minutes if true and correct record (Chairperson)

Moved S Hudson 2nd L King Carried

3. Executive Reports

3.1. Funding and Finance (SH) to be tabled – tabled, see attached

Financial Report read out by S Hudson
Stacey moves that the finance reports be received.

3.2. Correspondence - to be tabled

Correspondence In:

Prime Super - Letter

Correspondence Out:

Information Statement lodged 28th October 2019

Letter of Support – Kochii Eucalyptus Oil

Letter - Cancelled Virtual Meeting Account – Ozlink from 31st December 2019

Insurance for Yarra Yarra Catchment Management Group through WA Landcare

Letter re Appointment of Insurance Broker - We appointed Veronica Kypros of Ceneta Insurance Services Pty Ltd as our insurance broker effective 30 January 2020.

Letter – Kalannie LCDC & Goodlands LCDC – Left over funds to be donated to YYCMG

Moved: S Hudson 2nd P Wittwer Carried

4. Reports

4.1. Landcare Coordinator Report (JS) read out and tabled

4.2. Wheatbelt Catchment Alliance – no update (MH)

Moved: L King 2nd P Wittwer Carried

5. Communication Strategy

- 5.1.** Seek advice from the Smart Farms Small Grants administration and send out final draft to committee for approval.

6. General Business

- 6.1.** COVID-19 (Coronavirus) – Applying Government Standards as they are outlined.

- 6.2** Insurance – because we are a member of the WA Landcare Network, that allows us access to Community Underwriting insurance.

The cost of public liability, association liability and voluntary workers insurance was \$470.80. Groups can only join from 1 March each year, therefore because our insurance expired on 31 January we had to pay 2 lots of insurance, \$470.80 for the month of February and then \$470.80 for the year 1 March 2020 to 1 March 2021. We have still decreased our insurance cost this year by \$1,468 compared to last year's premiums of \$2,410.

Bresland Insurance Group advised me that they could no longer have us as clients if they were just going to handle our workers compensation insurance. This insurance was also transferred to Ceneta Insurance Services in January.

A discussion was held in regards to insuring the drill truck and Eddison Versey drill, this insurance ran out on 31 January 2020. The truck is valued at \$5,000 and the drill at \$9,000. The cost of the insurance far out weighed the value, so it was decided unanimously to not insure these items for the time being. They are being housed in a shed at Hudsons.

It was decided to insure the seed drill, approx cost \$1,110 and bait trailer, approx cost \$152.

- 6.3** Jude's Wages – stay the same for the next 2/3 months.

- 6.4** LCDC Funds – Majority have agreed to donate their left over funds to YYCMG. Stacey to follow up the others.

- 6.5** Government Stimulus Package – we will probably be entitled to the minimum payment of \$20,000 to help businesses keep operating during the COVID-19 pandemic. We were a registered Not For Profit entity (NFP) on 12 March, with an ABN and are an active eligible employee. We should automatically receive \$10,000 once our Jan – Mar 2020 BAS is lodged, but not before 28 April.

We should also be eligible for top up payments of \$5,000 in the Apr – Jun quarter and another \$5,000 in the Jul – Sep quarter.

- 6.6** Kalannie Landcare building - during the week commencing 17th February, Kochii Oil took it upon themselves to move into the building. They cleaned the building inside and pressure cleaned it on the outside, fixed the toilet and sink and painted part of the building inside, at their own cost, but without permission from the YYCMG.

They have undertaken to pay for all running costs and other associated costs with the building. Catherine is now working from this building part-time. They have just employed Mike Kerkmans commencing next week, so I imagine he will be working from here also. They will also use it to hold meetings.

Ongoing communication with the Shire of Dalwallinu in regards to the lease of the building. Stacey will be the contact person for YYCMG.

- 6.7** Drains - maintenance of drains for PG & PM Nankivell & Son – Nankivells wish to do some maintenance on their 3.334 km of drains. Stacey will check to see how much

of the service fees have been paid to date. This amount can then be used to pay for the wash outs that have occurred.

6.8 Bait Laying Trailer – Hire rate \$100/day.

7 Business without Notice

7.1. Smart Farms Small Grants – Blue Sky Corridors - Addressing the triple bottom line for Wheatbelt farmers - Robert Nixon & Co. YYCMG contracted to fulfil workshops, insurance for field walks and some administration for the project.

7.2 Bank documents to be left at Dalwallinu Bank for P Syme to sign for signatories.

8 Close Meeting

8.1. Set date for next meeting – TBC (June 2020)

8.2. Close meeting: 11.13am