

## 2023-2024 – 4.0 - Office Manager's Half-Yearly Report for 8 June 2024 meeting

(Last updated –26 May 2024)

### Summary of key items from sub-headings below:

- 6 Newsletters produced
- 8 Media Releases issued
- 4 Feature Articles circulated
- Grant applications – pending and current
  - 16/11/23 - Issued 'Expressions of Interest' letter re: another Nest Boxes project → Unfortunately, there was insufficient interest to proceed.
  - 16/02/24 - Submitted online acquittal of GCBF grant for Nest Boxes Project
  - 18/02/24 - Eol to 2024 Volunteer Grants program unsuccessful.
  - Feb-Mar 24 – A total of 3 online grant submissions made re Publishing a “booklet of profiles” on Male Environmental Champions of the Region (i.e. Toowoomba Regional Council jurisdiction)
    - ➔ 2 grant applications with TRC were unsuccessful
    - ➔ We're still awaiting a response from the Brisbane Airport's Community Giving Fund
  - 25/03/24 - Unsuccessful grant application to Queensland Community Foundation re: Website Upgrade
- Volunteer movement – 9 new; and 3 lapsed!

### Significant office highlights:

- 14/11/23 Canvased UniSQ for voluntary assistance with our media and communications activities 'Alliance/Partnership' program – Issued invitations to Transition Australia and Community Gardens Australia National “Sustainable Living Festival (SLF),” Feb 2024 – Applications now open  
--- I've suggested to various parties that they take the opportunity to promote themselves and their key initiatives to a national audience. If they agree to host a webinar during SFL month, then we will assist in promoting their webinars via our usual channels.  
➔ *Dr Geoff Woolcock, UniSQ, is interested in submitting a proposal*  
Biodynamic Agriculture Australia Ltd commission – Booklet of Profiles completed and handed over on 20 Nov 2023  
➔ *And, the podcasts series has also been completed and handed over on 22 Nov 2023*
- 11/11 Meetings: AGM; followed by 1<sup>st</sup> Ordinary Meeting of 2023-2024 Management Committee
- 12/11 Radio interview with 2GB re: National Recycling Week
- 21/11 Attended ZOOM meeting – 3pm: Volunteering Queensland's AGM
- 15/12 The 'migration' of our website has been completed. Hooray!  
➔ I have given Yaoyao, our website administrator, the go ahead to start 'updating' various menu pages and sub-sections with items from August 2023 onwards.
- 15/12 The office officially closes at 5pm today and reopens on Monday 15 January 2024.
- 20/12 Completed review of HOPE's Work Plan for 2023 – with 95% of activities successfully actioned
- 21/12 Submitted Office of Fair Trading (OFT) Qld Annual Return
- 22/12 Submitted 2023 REO (Register of Environmental Organisations) Statistical Return
- 15/01/24 Thanks to Anna for preparing our submission to the 2023-24 State & Territory Landcare Awards
- 15/01 Issued nationally notice re HOPE's new website
- 15/01 Issued nationally notice from CSIRO Publishing re Summer Sale of Books
- 23/01 Submitted online membership/insurance renewal form to QWaLC
- 27/01 Issued Notice & Agenda for 2<sup>nd</sup> Ordinary Meeting, 10 February 2024
- 10/02 Held quarterly Ordinary Meeting
- 17/02 Yaoyao has done a fantastic job bringing the website maintenance up-to-date
- 17/02 Callum Fisher has volunteered on work on the Special Report into the Circular Economy
- 17/02 The management committee has agreed to participate in this year's Logan Eco Action Festival (LEAF) being held on Sunday 2 June 2024.
- 22/02 Submitted online application to attend Logan Eco Action Festival (LEAF) 2024
- 07/03 Issued nationally an information item entitled “**Outrage and Optimism podcast series: Our Story of Nature: from Rupture to Reconnection**”
- 12/03 Issued nationally information on Australian Industry's “Product Stewardship” Schemes
- 15/03 Issued nationally information on Screening of “Climate Changers” documentary
- 21/03 Submitted online application to “2024-25 AICD Not-for-Profit Scholarship Program” for Anna Kula
- 21/03 Our “Environmental and Climate Philanthropy Award” nomination to Philanthropy Australia was unsuccessful
- 13/04 Special Meeting of HOPE Executive and HOPE Public Fund Management Committee to ratify changes various administrative changes required by Australian Tax Office (ATO)

- ➔ 15/04 Submitted paperwork to Westpac re Name Change of HOPE Public Fund to HOPE Gift Fund
- ➔ 22/04 Submitted 'Form 8 – changes to Constitution' to OFT Qld with payment of \$23.45
- 01/05 Screening of Climate Changers documentary at UniSQ, Toowoomba campus
- 20/05 Issued an Open Letter to Members and Supporters signaling my intention to step down as President at the end of this current term.
- 07/05 Attended ZOOM meeting of Volunteering Queensland's "State of Volunteering in Queensland 2024" report launch
- 07/05 Attended ZOOM meeting of QCC's General Meeting

### Newsletters:

- 01/12/23 Issued nationally HOPE's December 2023 newsletter
- 02/01/24 Issued nationally January 2024 newsletter
- 03/02 Issued nationally HOPE Enews Bulletin 2024 #02.2 --- February 2024
- 01/03 Issued nationally HOPE Enews Bulletin 2024 #03 --- March 2024
- 01/04 Issued nationally the April 2024 edition of our newsletter
- 01/05 Issued nationally Enews Bulletin 2024 #05.3 --- May 2024

### Feature articles:

- 30/11 Circulated nationally a feature article by Gabriel Malandu entitled "There exists a global environmental crisis, and levels of consumption and consumerism (overdevelopment and the culture of capitalising) are major, if not the only, causes."
- 29/12 Issued nationally email from Biodiversity Council re: "We need transformational environmental law reform - here's how to do it"
- 16/02 Issued nationally Charmaine Turnbull's feature article "Earth's Destruction by a Thousand Cuts"
- 25/04 Issued nationally Georgy Hadwen's feature article "Managing wild dog populations"

### Volunteer movement:

- 03/11 Welcome new volunteer researchers – Nadean Kelly (Qld), Amanda Ainley (Qld) and Rob Nebodi (ACT)
- 29/11 Welcome Gabriel Malandu, student at UniSQ on an Industry Placement. Gabriel will provide up to 110 hours researching and drafting articles for us.
- 03/12 Welcome Callum Fisher – a new researcher from Warwick, Qld
- 10/12 Volunteer resignations – Rob Nebodi (ACT)
- 05/02 Welcome new admin support volunteer Sagar Pokhrel who will be designing banners, etc. for social media and our website
- 11/02 Jigna Ghosh has resigned from her researcher position. So, we'll now need to recruit someone else to handle this special report on "Circular Economy progress in Australia"
- 19/02 Amanda Ainley has resigned her volunteer research position due to work and study commitments
- 20/05 We welcome 3 new researcher volunteers – Georgy Hadwen (Qld), Karyne Maurmann (Qld) and Beltran Labougle (NSW).

- 9 new volunteer recruits
- 3 Lapsed volunteers

### Media Releases:

- 01/11 Issued nationally media release re: National Recycling Week, 13 – 19 November 2023
- 23/11 Issued locally Media Release re: Volunteering for HOPE
- 23/11 Issued nationally Media Release re: Volunteering for the Environment
- 06/01/24 Issued nationally Media Release re: AVAAZ
- 31/01 Issued nationally media release on Battery Recycling
- 24/02 Issued nationally media release re: World Wildlife Day, 3 March 2024
- 27/02 Conducted an interview with 7 Toowoomba regarding our requests for used postage stamps and unwanted stamp album collections
- 12/04 Issued nationally media release re Decade of Biosecurity, 2021-2030
- 22/04 Issued locally media release re: Screening of Climate Changers, 1 May 2024

### Grant information:

- 16/11 Issued 'Expressions of Interest' letter re: another Nest Boxes project
  - ➔ Unfortunately, there was insufficient from the environment sector interest to warrant a grant application to Ergon Energy 's Community Fund
- 18/01 EoI to 2024 Volunteer Grants program unsuccessful
- 17/02 2 online grant submissions made re Publishing a "booklet of profiles" on Male Environmental Champions of the Region (i.e. Toowoomba Regional Council jurisdiction)

- 16/02 Submitted online acquittal of GCBF grant for Nest Boxes Project
- 16/02 Submitted online application to TRC Environment Grants' program re: Creating a booklet of profiles "acknowledging the contribution that Menfolk have made, and are making to positive contributions to protecting and conserving our environment
- ➔ 16/02 - Submitted a shortened version of the above project proposal to Brisbane Airport's Community Giving Fund
  - ➔ 19/02 Notified by TRC that our application to council's Environment Grants Program was unsuccessful
  - ➔ 20/02 Submitted fresh application to TRC's Community Support Grant Program for booklet of Stories of Male Environmental Champions of our Region → 04/04 Unsuccessful grant application to Toowoomba Regional Council (TRC) re: Booklet of "Stories of Environmental Champions"
- 25/03 Unsuccessful grant application to Queensland Community Foundation re: Website Upgrade

**Submissions:**

Nil

**Account's activity:**

- 21/11 Received part 2 of 3 payment from BAA Ltd -- \$2,000 with GST = \$181.82
- 13/11 \$100 donation to HOPE Public Fund
- 04/12 Paid \$244.73 (with GST = \$22.15) to CCS for toner cartridge
- 12/12 Paid \$1,350 to TWMS for 30 nest boxes
- 12/12 Received \$2,000 (3<sup>rd</sup> and final payment) from BAA Ltd
- 13/12 Paid \$1,983 to A. Nicholson (consultant2) for BAA podcast work
- 20/12 Privately paid invoice from Communications & Computer Support for Dropbox problem fix. (\$80)
- 20/12 Privately paid invoice from Communications & Computer Support for Website Migration exercise (\$800)
- 20/12/23 Paid OFT Qld \$60.05 re Annual Return (cheque no. = 200764, No GST)
- 02/01/24 Paid CCS to fix email problem with Bigpond addresses (cheque no. = 200765, \$80.00 with GST = \$7.27)
- 05/01 Transferred \$800 from HOPE Public Fund to HOPE's general account
- 08/01 Deposited HOPE Public Fund's cheque into HOPE general account
- 23/01 Reimbursed Miriam \$223.90 (cheque no. 200766) for paying the ZOOM annual subscription
- 14/04 Paid \$275 to Totem Films P/L (cheque no. 200768 with GST = \$25)
- 22/04 Submitted 'Form 8 – changes to Constitution' to OFT Qld with payment of \$23.45
- 10/05 Paid \$110 to Nextmedia P/L for 6 cartons of back issues of Gardening Australia magazines
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## Office Updates compilation for the past 6 months

### 24 Nov 2023

Wow! What a busy and productive couple of weeks it has been for us.

Items actioned from 1<sup>st</sup> Ordinary Meeting of 2023-2024 Management Committee:

- 14/11 Canvased UniSQ for voluntary assistance with our media and communications activities
- 'Alliance/Partnership' program – Issued invitations to Transition Australia and Community Gardens Australia
- 16/11 Issued 'Expressions of Interest' letter re: another Nest Boxes project
  - *Unfortunately, there was insufficient from the environment sector interest to warrant a grant application to Ergon Energy's Community Fund*
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  - I've suggested to various parties that they take the opportunity to promote themselves and their key initiatives to a national audience. If they agree to host a webinar during SFL month, then we will assist in promoting their webinars via our usual channels.
  - *Dr Geoff Woolcock, UniSQ, is interested in submitting a proposal*
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### Office highlights:

01/11 Issued nationally media release re: National Recycling Week, 13 – 19 November 2023  
03/11 Welcome new volunteer researchers – Nadean Kelly (Qld), Amanda Ainley (Qld) and Rob Nebodi (ACT)  
11/11 Meetings: AGM; followed by 1<sup>st</sup> Ordinary Meeting of 2023-2024 Management Committee  
12/11 Radio interview with 2GB re: National Recycling Week  
21/11 Attended ZOOM meeting – 3pm: Volunteering Queensland's AGM  
21/11 I will need to buy a new toner cartridge for our printer. Approx. cost is \$240.  
21/11 Received part 2 of 3 payment from BAA Ltd -- \$2,000 with GST = \$181.82  
23/11 Issued locally Media Release re: Volunteering for HOPE  
23/11 Issued nationally Media Release re: Volunteering for the Environment

### 15 Dec 2023

The 'Biodynamic Agriculture Australia (BAA) Ltd' commission is now completed.

The 'booklet of profiles' and podcasts material have been handed over to BAA; and monies received from BAA has been distributed to our project consultants.

A huge thanks to Anna Kula who produced the booklet of profiles; and to Andrew Nicholson who produced the podcasts material. Both aspects of the commission were well received by BAA.

### A note from Andrew Nicholson

*I want to thank warmly the various HOPE members I have worked with in 2023, and let you know I have decided to take a complete break from community level environmental protection advocacy work for an extended period next year. I shall however continue to monitor a range of environmental protection initiatives with a system level reform focus, regionally, nationally and internationally. I shall give advance notice to the HOPE president when I am available to return to active, ongoing volunteer work with the organisation.*

The 'migration' of our website has been completed. Hooray!

I have given Yaoyao, our website administrator, the go ahead to start 'updating' various menu pages and sub-sections with items from August 2023 onwards.

Once all the maintenance is completed, we'll do an official launch of the new website – calling for feedback on the design and content of the site.

The office officially closes at 5pm today and reopens on Monday 15 January 2024.

I will, of course, be dealing with email, postal and phone correspondence as required.

### Office highlights:

29/11 Welcome Gabriel Malandu, student at UniSQ on an Industry Placement. Gabriel will provide up to 110 hours researching and drafting articles for us.  
29/11 Purchased printer toner cartridge from CCS (Communications & Computer Support)  
30/11 Circulated nationally a feature article by Gabriel Malandu entitled "There exists a global environmental crisis, and levels of consumption and consumerism (overdevelopment and the culture of capitalising) are major, if not the only, causes."

- 01/12 Issued nationally HOPE's December 2023 newsletter
- 03/12 Welcome Callum Fisher – a new researcher from Warwick, Qld
- 10/12 Volunteer resignations – Rob Nebodi (ACT)

Account activities:

- 13/11 \$100 donation to HOPE Public Fund
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**15 Jan 2024**

Although the office officially reopens today, several of us have been 'beavering' away at our assigned tasks. Firstly, with the 'website migration' exercise completed; Yaoyao has been working diligently to bring the maintenance tasks up-to-date.

Secondly, thanks to Nina for compiling the bumper edition of our January 2024 newsletter.

Thirdly, the Nest Boxes project is nearing completion. We're awaiting the final 20 nest boxes from the Toowoomba West Men's Shed (TWMS).

Once all of the remaining nest boxes have been distributed, we can acquit the grant.

Fourthly, thanks to Anna for preparing our submission to the 2023-24 State & Territory Landcare Awards.

Fingers crossed, our 'Nest Boxes' project fares well!

Fifthly, thanks to Jason for his regular contribution of media releases and the occasional newsletter article.

Sixthly, thanks to our Social Media Team of Charmaine & Liam for regularly posting information to our Facebook, Twitter, Instagram and LinkedIn accounts.

Lastly, as we resume our voluntary efforts in managing HOPE, I'd like to hear how the rest of the Admin Support Team are progressively with your respective assignments.

Office highlights:

- 20/12/23 Completed review of HOPE's Work Plan for 2023 – with 95% of activities successfully actioned
- 21/12/23 Submitted Office of Fair Trading (OFT) Qld Annual Return
- 22/12/23 Submitted 2023 REO (Register of Environmental Organisations) Statistical Return
- 29/12/23 Issued nationally email from Biodiversity Council re: "We need transformational environmental law reform - here's how to do it"
- 01/01/24 Problem with sending emails (via new hosting service) → Fixed on 02/01/24
- 02/01/24 Issued nationally January 2024 newsletter
- 06/01/24 Issued nationally Media Release re: AVAAZ

Accounts activity:

- 20/12/23 Privately paid invoice from Communications & Computer Support for Dropbox problem fix. (\$80)
- 20/12/23 Privately paid invoice from Communications & Computer Support for Website Migration exercise (\$800)
- 20/12/23 Paid OFT Qld \$60.05 re Annual Return (cheque no. = 200764, No GST)
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**28 Jan 2024**

Our next quarterly meeting will be on Saturday 10 February.

The main agenda item is our program of planned and proposed projects, etc. for 2024.

We'll also be discussing options to increase our general membership numbers and the range of envNGO partnerships (see current list at [Partnerships/Alliances – NGOs | Householders' Options to Protect the Environment Inc. \(hopeaustralia.org.au\)](#)).

So, I'd appreciate your attendance in person or via ZOOM at this important gathering.

Office highlights:

- 15/01 Issued nationally notice re HOPE's new website
- 15/01 Issued nationally notice from CSIRO Publishing re Summer Sale of Books
- 18/01 EoI to 2024 Volunteer Grants program unsuccessful
- 23/01 Reimbursed Miriam \$223.90 (cheque no. 200766) for paying the ZOOM annual subscription
- 23/01 Submitted online membership/insurance renewal form to QWaLC
- 27/01 Issued Notice & Agenda for 2<sup>nd</sup> Ordinary Meeting, 10 February 2024

## 17 Feb 2024

There's good news from HOPE; and bad news about my health!

Firstly, here's the good news highlights:

- Yaoyao has done a fantastic job bringing the website maintenance up-to-date
- Callum Fisher has volunteered on work on the Special Report into the Circular Economy
- The management committee has agreed to participate in this year's Logan Eco Action Festival (LEAF) being held on Sunday 2 June 2024.
- 2 online grant submissions made re Publishing a "booklet of profiles" on Male Environmental Champions of the Region (i.e. Toowoomba Regional Council jurisdiction)

Now, as for my health. I'm still struggling to regulate my body clock and temperature – causing tiredness, fatigue and as my wife Mary would say "irritability."

Consequently, my thoroughness and timeliness in doing HOPE's work is compromised.

So, please bear with me as I deal with my health issues and endeavour to keep HOPE on track in 2024!

### Office highlights:

31/01 Issued nationally media release on Battery Recycling

03/02 Issued nationally HOPE Enews Bulletin 2024 #02.2 --- February 2024

05/02 Welcome new admin support volunteer Sagar Pokhrel who will be designing banners, etc. for social media and our website

10/02 Held 2<sup>nd</sup> quarterly Ordinary Meeting – with the major focus being on reviewing status of 2024 projects and activities

11/02 Jigna Ghosh has resigned from her researcher position. So, we'll now need to recruit someone else to handle this special report on "Circular Economy progress in Australia"

→ Callum Fisher has volunteered to undertake this exercise (14/02/24)

16/02 Issued nationally Charmaine Turnbull's feature article "Earth's Destruction by a Thousand Cuts"

16/02 Submitted online acquittal of GCBF grant for Nest Boxes Project

16/02 Submitted online application to TRC Environment Grants' program re: Creating a booklet of profiles "acknowledging the contribution that Menfolk have made, and are making to positive contributions to protecting and conserving our environment

→ 16/02 - Submitted a shortened version of the above project proposal to Brisbane Airport's Community Giving Fund

## 22 Mar 2024

There are 4 possible grant funding bodies who may be receptive to our Mark II "Nesting Boxes Project.

So, I've taken the initiative to ask for "letters of support" from politicians, state and regional envNGOs and current list of nest box recipients.

If we receive a substantial number of "letters of support;" and interest from prior nest box recipients to go again, I'd like your permission to submit another project funding application (or two).

### Office highlights:

19/02 Notified by TRC that our application to council's Environment Grants Program was unsuccessful

19/02 Amanda Ainley has resigned her volunteer research position due to work and study commitments

20/02 Submitted fresh application to TRC's Community Support Grant Program for booklet of Stories of Male Environmental Champions of our Region

22/02 Submitted online application to attend Logan Eco Action Festival (LEAF) 2024

24/02 Issued nationally media release re: World Wildlife Day, 3 March 2024

27/02 Conducted an interview with 7 Toowoomba regarding our requests for used postage stamps and unwanted stamp album collections

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07/03 Issued nationally an information item entitled "**Outrage and Optimism podcast series: Our Story of Nature: from Rupture to Reconnection**"

12/03 Issued nationally information on Australian Industry's "Product Stewardship" Schemes

15/03 Issued nationally information on Screening of "Climate Changers" documentary

21/03 Submitted online application to "2024-25 AICD Not-for-Profit Scholarship Program" for Anna Kula

21/03 Our "Environmental and Climate Philanthropy Award" nomination to Philanthropy Australia was unsuccessful

## 9 Apr 2024

I wish to provide progress reports on various admin activities and planned projects, etc.

Firstly, the proposed Toowoomba screening of the "Climate Changers" documentary is progressing well.

I'm in discussion with Kate Reardon-Smith, a Senior Lecturer at the School of Agriculture and Environmental Science, University of Southern Queensland (UniSQ) regarding the co-hosting the event on Wednesday 24 April 2024. Once the costs for the hire of a lecture room and the licensing fee for the documentary (\$250 + GST) have been determined, I'll

contact you for final approval to go ahead with the screening.

Secondly, preparations for our participation at this year's Logan Eco Action Festival (LEAF) event are going well. I have assembled a modest amount of literature to distribute; organised some display posters; and we have received 5 items so far for a 'mini' raffle. I'm still waiting to hear back from 5 businesses regarding donations of either promotional give-away material and/or raffle prizes. We also have received donations of pkts of seeds from Green Harvest and 2 cartons of Weed booklets to sell at LEAF2024.

Thirdly, I have convened a 'Special Meeting' for this Saturday morning at 10am to ratify changes to our Constitution and the operation of the HOPE Gift Fund. Your attendance at this meeting, in person or via ZOOM, would be appreciated.

Lastly, I haven't heard from some of you for a while. So, if your volunteering priorities have changed for whatever reason and you are no longer able to regularly contribute, please let me know so that your assignments may be reallocated. Conversely, for those of you still active, I'd appreciate receiving a status reports from you.

#### Office highlights:

25/03 Unsuccessful grant application to Queensland Community Foundation re: Website Upgrade

01/04 Issued nationally the April 2024 edition of our newsletter

04/04 Unsuccessful grant application to Toowoomba Regional Council (TRC) re: Booklet of "Stories of Environmental Champions"

#### **17 Apr 2024**

1. I'd like you to suggest potential additions to our [Partnerships/Alliances – NGOs | Householders' Options to Protect the Environment Inc. \(hopeaustralia.org.au\)](https://hopeaustralia.org.au) program. Please nominate an agency or two with your reasons for their inclusion in the program.
2. I need some help in revamping our [Sponsoring HOPE | Householders' Options to Protect the Environment Inc. \(hopeaustralia.org.au\)](https://hopeaustralia.org.au) paperwork with the view of initiating a fresh campaign to attract sponsors nationally. Please contact the office by return email if you would like to assist with this exercise.
3. Good news. We have managed to secure the placement of a Southern Cross University student to work on our of our research projects. A more detailed statement will be made in June 2024.

#### Office highlights:

12/04 Issued nationally media release re Decade of Biosecurity, 2021-2030

14/04 Go ahead given to book screening of "Climate Changers" documentary  
→ 14/04/24 - Paid \$275 to Totem Films P/L (cheque no. 200768 with GST = \$25)

#### **20 May 2024**

As winter sets in, I've had to start wearing long trousers and jumpers!

And, Mary has started making warming casseroles and soup to eat ... yum, yum, yum!

We welcome 3 new researcher volunteers – Georgy Hadwen (Qld), Karyne Maurmann (Qld) and Beltran Labougle (NSW). Preparations for attending the 2024 Logan Eco Action Festival (LEAF) are almost complete – with Miriam and I setting up our display site; and Anna, Charmaine and Andrew volunteering to relieve us intermittently on the day.

Earlier this morning, I issued an Open Letter to Members and Supporters signaling my intention to step down as President at the end of this current term.

Hopefully, a good number of members and supporters will attend the Ordinary Meeting on Saturday 8 June 2024 and contribute to discussions on moving forward – noting that I'm still available to care-take the Office Manager's position until a suitable replacement can be found.

#### Office highlights:

15/04 Submitted paperwork to Westpac re Name Change of HOPE Public Fund to HOPE Gift Fund

22/04 Issued locally media release re: Screening of Climate Changers, 1 May 2024

22/04 Submitted 'Form 8 – changes to Constitution' to OFT Qld with payment of \$23.45

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