



## Householders' Options to Protect the Environment Inc.

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Think Globally. Act Locally!

## Minutes of 5<sup>th</sup> Ordinary Meeting – Saturday, 14 September 2024

(Last updated – 18 September 2024)

**Venue:** HOPE office, 22 Vacy St, Toowoomba | **Time:** 10.00am (approx.)

### ZOOM Invite Link:

<https://us06web.zoom.us/j/2448320576?pwd=ay9PUUhDSTBSM2cxV3BNUGdtclEydz09&omn=87984484837>

1. **Meeting** commenced at 10am
2. **Introductions, attendees, apologies and morning tea provided**
  - a. Attendees:
    - i. Physical: Frank Ondrus (Pres) and Kerry Kruger (Sec)
    - ii. ZOOM: Anna Kula, Georgy Hadwen and Charmaine Turnbull
  - b. Apologies: Vanda Grabowski, Andrew Nicholson, Miriam Sharp (Treas) and Janet Bishop
  - c. Proxy votes: Votes from Andrew Nicholson and Miriam Sharp held by Frank Ondrus
3. **Motions:**
  - i. Adoption of HOPE Strategic Plan 2024-2029  
→ Moved by Anna, seconded by Charmaine. Accepted by all present.  
(Anna has also proposed to track current and proposed projects and to reflect any changes to the Strategic Plan)
4. **Confirmation of Minutes from Special Meeting, 8 June 2024**  
(see attachment)  
→ Moved by Kerry, seconded by Anna. Accepted by all present.
5. **Corr in:**  
Steady stream of daily e: mail correspondence – junk mail jettisoned; other correspondence vetted and on-forwarded to - specific office bearers; other key stakeholders; media; and the occasional global email to members & supporters.
  - As tabled
6. **Corr out:**
  - As tabled
7. **Office Manager's Report – key highlights only**
  - As tabled
8. **Treasurer's Report:**  
**Opening balance as at 31 May 2024 = \$3,557.22**

### Accounts activity:

05/06 Paid Colmac Computers \$80 (GST = \$7.27), cheque no. = 200772 re: Troubleshooting on researchers laptop  
05/06 Paid Volunteering Queensland \$110 (GST = \$10), cheque no = 200773 re: Membership renewal 2024-2025  
06/06 Received notification from Westpac that the HOPE Public Fund account name has been changed to HOPE Gift  
Fund

- 04/07 Paid QCC \$33 (cheque no. 200774 with GST - \$3) for 2024-2025 membership  
 → *Cheque cancelled as QCC no longer accepts cheques*
- 22/07 Queensland Conservation Council (QCC) no longer accepts payment by cheques. Sand, since we don't currently have online banking. I've cancelled cheque no. 200774 payment for our 2024-25 membership renewal ... and, I've paid the invoice privately.
- 19/07 Submitted 2023-24 accounts to auditors - JG Audit & Assurance
- 01/08 Collected 'audited accounts and paid JG Audit & Associates \$440 – with GST = \$40 (cheque no. 200775)
- 03/08 Posted 2023-2024 BAS statement to ATO. – We should receive a refund of \$125
- 12/08 Received \$100 donation to HOPE Gift Fund from Peter Davies

a) HOPE General account balance as at 31 August 2024	= \$3,124.81
b) HOPE Gift Fund account balance as at 31 August 2024	= \$ 207.91
<b>Total balance as at 31 August 2024 (a + b)</b>	<b>= \$3,332.72</b>

- Audited 2023-2024 accounts received 1 Aug 2024 (2 copies to be co-signed by President & Treasurer)  
 --- As Miriam is unavailable at present, both copies of Audited accounts will be co-signed at a later date.
- The need to rethink our banking access due to impending cessation of cheques. Treasurer or Office Manager to singular access to bank account to allow online banking and payment of accounts A formal meeting to ratify changes to the management of HOPE's general account and Gift Fund account will need to be held (see information supplied by Westpac). → *Ask Miriam to draft a motion for 2024-2025 Management Committee to consider.*

## 9. General business

- Update of actions taken/to be taken from 8 June quarterly meeting
  - Update position descriptions for President, Secretary, Treasurer, Media officer and TikTok social media officer; then post to Volunteering Queensland website. (Anna & Frank)
    - *Eols received: 3 for Sec; 2 for Trea; and 1 for Pres*
  - Corporate Sponsorship campaign\
    - *Anna has compiled a spreadsheet of waste industry consultants; and issued 117 sponsorship requests to date*
  - "Kitchen Table Conversations" activities? (see email dated 9 July 2024)
    - *No feedback/interest to date!?*
  - Meeting schedule - Should we revert to a monthly or bi-monthly timetable with a guest speaker? Perhaps, select a mid-week evening time. We certainly have a full range of topics/issues to choose from. All we need are suitable speakers.
    - *No feedback received to date!?*
  - 5/8 - Issued 'questionnaire' to members and supporters
    - *Limited feedback to date!?*
  - Social media statistics as at 30 Aug 2024: Facebook = 1166; Twitter (X) = :1369 Instagram = 120; and LinkedIn = 125
    - *Suggestion: Engage an experienced Social Media consultant to advise on ways and means to dramatically increase our reach and the above numbers*
    - *Generating interest in HOPE will hopefully translate into increased membership ... active members would be a bonus!*
    - *Membership in general – should we offer incentives or should supporting a cause be sufficient enough?*
  - Funding options
    - Currently, we receive funding from grants for projects and/or equipment; minimal sponsorship for specific events; and donations (\$\$\$s and/or goods)
      - *Membership fees – We have reviewed membership a number of times over the past 20 years or so and felt that it would be counter-productive to our ethos of inclusion*
      - *Advertising – Rates have been determined and distributed on several occasions with no tangible results. We could review the rates and re-issue them via our newsletter and see what comes of the exercise*
      - *Go Fund Me / Crowd Funding options – Kerry has researched this matter provided several documents for consideration. 2 initial projects for consideration would be:*

- *to engage a consultant to upgrade our website; and*
  - *to purchase 2 laptops for use by the office staff and/or researchers*
- Report on current and proposed projects
    - Insufficient interest to go ahead with 2<sup>nd</sup> Nest Boxes project
      - ➔ *Proposal placed in Lapsed Projects folder*
    - Submitted online grant application to Hamer Sprout Fund re: Booklet and podcasts project – Male Environmental Champions (Anna)
      - ➔ *Investigate Qld Govt's Gambling Community Benefit Fund (GCBF) grant opportunity*
    - Research on 'greenwashing' by Southern Cross University student Jessica Nettle commenced in July
      - ➔ *Framework has been given to Jessica. A 2<sup>nd</sup> meeting with Jessica will take place next month.*
    - Developing submission on Abandoned 'legacy' Mines (Frank & Sam Leyton)
      - ➔ *Samy is currently reviewing earlier and current material provided by Dr Corinne Unger, Honorary Research Fellow - UQ Business School, Strategy and Entrepreneurship; and MLRA Board member, Victoria.*
    - Opened discussions with Kym Sparshott, LeafTail Environmental, about future 'project' collaborations
    - Review of Pest Animals and Plants in Australia by Lizzie Pennington ➔ *We have invited Invasive Species Council to review Lizzie's report and to provide a forward and additional recommendation. Once the report has been finalised, we'll circulate it nationally.*
  - Discussion on impending cessation of chequeing facility and options going forward
    - ➔ Proposed motion: As cheque books will soon be discontinued, we need to consider moving a motion to change bank signatories of both Westpac accounts to one signatory only with account card access.
  - AGM considerations
    - Canvas existing Management Committee and Admin Support Team members as to their intention to stay on or resign from existing positions
      - ➔ Frank Ondrus stepping down as President, but staying on as Office Manager
      - ➔ Anna Kula-Kaczmarek has volunteered to step up as President for 2024-2025 term
    - Confirm 'Jerry Coleby-Williams' as our Patron for 2024-2025  
*Or, should we seek another Patron or an additional co-Patrons*
    - Confirm "JG Audit & Associates" as our auditor for 2024-2025
  - Other business (from the floor)
    - Other proposed projects – large and small
      - ZOOM interview of Jerry Coleby-Williams (early in 2025) – by Anna Kula
      - Special interest exercise – Sent email letters to Australian universities; and Local Government Authorities regarding their environmental policies and practices – with particular reference to climate change and the UN Sustainable Development Goals (SDGs) ➔ *Once responses from both sectors have been received, we'll analyse the information and report back to our membership*
      - Forum on regional biodiversity / State of the Environment issues ➔ *Unable to garner support from Federal and Queensland "State of the Environment" offices. So, event proposal has been placed in the Lapsed projects folder*
      - Draft a feature article on Toowoomba Women's Shed ➔ *Ask a local volunteer to take on this task*
      - Upgrade of earlier PPT on Ecological Footprint presentation by Andy Le Brocque and broadcasting via a ZOOM event ➔ *Volunteer sought to undertake this exercise*
      - Drone flyovers for Friends of the Escarpment Parks (FEP) Toowoomba ➔ *New member Ben Sparshott has volunteered to conduct drone flyovers of Duggan park and Redwood Park*
      - Future vision podcast series proposal by Andrew Nicholson:  
--- *To produce a podcast series with the potential to assist in the creation of a community supported, preferred future development vision for our region. The podcast series would help*

*create, in the collective mind of its audience, a concrete and coherent picture of life- enhancing environmental, social, and economic opportunities which could underpin such a future.*

→ *Upon Andrew's return from holidays, investigate funding options. What about [Visionary Grants](#) | [Australian Ethical](#)?*

**10. Next quarterly meeting – AGM, 9 November 2024**

**11. Meeting** closed at 11.20am