

9 December 2009 LIPS Management Committee meeting: record of agenda items with minutes noted in red and green

MEETING ATTENDED BY ALEX, DANNY AND NIC
APOLOGIES FROM QAMAR, JAN, JULIA, VALDA & ANDREW
MEETING COMMENCED AT 17:30 AND WAS CHAIRED BY NIC

Clarification added by Julia:

- 1) Because Julia was unable to be in Port Douglas she requested to try "attending" intermittently by phone, subsequently found unsuitable by those attending in person.
- 2) Early in the meeting Julia phoned in and provided input from herself and relayed input from Valda. Presumably meeting circumstances prevented inclusion of that input, hence clarification notes added later.

Appointment of Acting President

Qamar expects to be away December 3 (?) to 21 and January 8 to February 9, the latter period no email or phone due to remote location
Jan is away until end Feb, intermittent email contact possible while travelling in China.

To cover extended absences of President and Vice-President there is a need to appoint one or more Acting office bearers from within the present MC.

THERE WERE NO VOLUNTEERS TO BE ACTING PRESIDENT SO LIPS WILL HAVE TO DO WITHOUT OVER THIS PERIOD.

THIS POSITION CAN ONLY BE FILLED BY NON-EXECUTIVE COMMITTEE MEMBERS OF WHICH THESE ARE EITHER UNAVAILABLE OR NOT CONFIDENT TO FILL THE ROLE AS THEY ARE NEW TO THE ORGANISATION

Treasurer away

Nicole will be away Dec 16 to Jan 18, contactable by phone. Financial matters expected to come up during her absence can be discussed with Nicole at the meeting

Low Isles caretakers away

Rick and Alex will be away from December 10 to 31. Island caretaking during this period will be covered by a roster of LIPS trained volunteers. Rick and Alex will maintain phone contact with these volunteers to provide any advice that may be needed.

CONTACT NUMBER PROVIDED TO MC MEMBERS

Reports about LMAC 16 Nov

Written report from Qamar on her representation of LIPS at the Low Isles stakeholder meeting of Nov 16.

Report from Alex on the meeting from LMAC Chair's perspective.

Alex provided a draft of her letter to GBRMPA.

DRAFT LETTER READ AT THE MEETING AND DISCUSSED, DECIDED MC WILL REPORT BACK TO MEMBERS AFTER WE RECEIVE A REPLY FROM GBRMPA.

Community contact regarding turtle conservation

Written reports from Qamar on her meeting with representatives of Jabalbina (18 Nov) and on her follow-up meeting at PDYC on Nov 26.

THESE WERE READ AT THE MEETING

LIPS general meeting 3 Feb 2010

Report from Valda on preparations for Feb meeting

VALDA HAS BOOKED HALL

Cheque from Nicole for hall booking advance payment

CHEQUE WAS COUNTER SIGNED BY ALEX AND WILL BE POSTED TO VALDA

Consider whether to place small advertisement about this meeting in the Gazette

THIS HAS TO BE DONE AS APPARENTLY A REQUIREMENT TO RECEIVE DISCOUNTED COMMUNITY RATE FOR HALL. JULIA OR VALDA TO FORWARD DETAILS OF THIS REQUIREMENT TO NIC AND SHE CAN PLACE AND PAY FOR AN AD IN ACCORDANCE WITH THE DETAILS.

MC to re-consider whether to hold separate sub-committee meetings prior to the general meeting. Since lighthouse matters and turtle matters are of interest to many members, these topics might be better addressed as specific agenda items within the LIPS general meeting. See also 'sub-committee' item below.

THIS HAS BEEN SUGGESTED IN THE PAST AND WHILST IT IS THE PREFERRED OPTION THE LIGHTHOUSE SUB-COMMITTEE IS IN ABEYANCE AS THEY ARE WAITING ON AN UPDATE FROM STEVE (SILAWAY) IN

REGARDS TO ACCESS TO THE LIGHTHOUSE. UNTIL THIS IS CONFIRMED THERE IS NO POINT IN THE COMMITTEE PURSUING THE PROJECT. THE COMMITTEE WILL BECOME ACTIVE AGAIN ONCE ACCESS IS GRANTED. TURTLE COMMITTEE HAS RECENTLY MET ON NOV 26 AND IT IS NOT NOTED WHEN THEIR NEXT PLANNED MEETING WILL BE. QAMAR TO CONFIRM IF THIS CAN BE HELD PRIOR TO GENERAL MEETING. UNLIKELY AS SHE IS AWAY ALOT BETWEEN NOW AND THEN - PLEASE REFER TO GREEN POINT BELOW IN REGARDS TO THIS MATTER AND ALSO IN REGARDS TO THE NEXT ADDITION BELOW

Clarification added by Julia:

- 1) Valda had contacted Steve and from him she understood there has as yet been no development regarding lighthouse access.
- 2) Nov 26 meeting was attended by Qamar as leader of the sub-committee. In addition there was one invited guest and one observer. Sub-committee evidently lacks interested members.

Addition Dec 5: Qamar asked the meeting to consider whether this LIPS general meeting could be changed to a later date, after she returns to Port Douglas.

DECISION WAS MADE THAT THE GENERAL MEETING DATE WILL NOT BE CHANGED AS ONCE A DATE IS DECIDED FOR A GENERAL MEETING IT SHOULD REMAIN IN PLACE.

THE ABOVE TWO AGENDA ITEMS BROUGHT UP A GOOD SUGGESTION IN REGARDS TO MEETINGS AND DATES

WHY DON'T WE DECIDE NOW, FOR JAN TO JUNE 2010, THE DATES FOR ALL MEETINGS: GENERAL, MC AND SUB-COMMITTEE'S?? THIS WAY ALL MEMBERS HAVE AS MUCH ADVANCED NOTICE AS POSSIBLE AND THINGS LIKE SUB-COMMITTEE MEETINGS CAN OCCUR BEFORE GENERAL MEETINGS, ETC.

Sub-committees

MC requested to consider whether to cease operation of sub-committees, which may have little benefit within such a small group as LIPS. The sub-committee topics are of interest to many members and therefore must also be addressed in MC and general meetings, thus giving rise to two levels of double-handling. The administration of sub-committees imposes extra workloads and it has proved difficult to achieve sufficient attendance at separate sub-committee meetings. Possible alternative for the future would be to designate a working group (instead of sub-comm) when a project is ready to proceed.

THIS WAS DISCUSSED AND PLEASE REFER TO NOTES ON LIGHTHOUSE COMMITTEE ABOVE. POINT WAS RAISED THAT THE MC AND GENERAL MEETINGS CAN GET LONG WINDED WITH THESE MATTERS, AS HAS OCCURRED IN THE PAST, AND THE GENERAL MEETING LOSES FOCUS. WE MUST REMEMBER THAT LIPS IS A VOLUNTEER ORGANISATION FOR THE

EXECUTIVE AND MC AND WE DONT WANT MEETINGS TO GET TOO LONG. THIS WAS WHY THE SUB COMMITTEES WERE CREATED, SO INTERESTED PARTIES OR THOSE WANTING TO DEDICATE MORE TIME COULD SPECIFICALLY ATTEND. THE SUGGESTION OF WORKING GROUPS DOES SEEM MORE APPROPRIATE THAN SUB COMMITTEE AND PERHAPS THESE MATTERS COULD BE RAISED AT THE END OF GENERAL MEETINGS AND MC MEETINGS TO ALLOW THOSE WHO WOULD LIKE TO LEAVE TO DO SO AND THOSE WHO WISH TO REMAIN CAN.

LIPS Public talk 10 Feb 2010

Report from Valda on preparations for public talk.

PENDING AS VALDA NOT PRESENT

Clarification added by Julia: Advised by Valda that she needs to confirm hall booking for the proposed public talk but she is waiting on information from Qamar because Q had undertaken to arrange a friend of hers as speaker for Feb. Until Valda hears from Q about this, V cannot approach another potential speaker for Feb.

Membership update

It has required considerable time for Julia and Nicole to chase up and process membership renewals. As of 5 December the LIPS database had 80 financial members. There was previously a mistaken impression of a larger membership because names remained on the membership list although some people had not renewed in previous years, some apparently changed their interests and some left the area. Non-renewals have been moved to a Former members list. Any former members who decide to rejoin LIPS later will be welcomed back.

IGA Community Chest donation

Nicole advised that LIPS recently received a donation of \$490 from Port Douglas IGA's community chest program. Julia wrote to thank them, and will write again later if appropriate to advise them if we spend their contribution on a specific item or project. MC needs to consider appropriate allocation of this donation. In email Nicole suggested using the IGA donation to replace a missing sign in the Coastcare Walk, based on cost of signs mentioned in the minutes of the last MC meeting. However current cost might be much higher, as Alex advised the price noted in last meeting minutes reflects costing many years ago.

MONEY COULD ALSO BE SPENT ON SAND TYRES

IN REGARDS TO THIS SIGNAGE, THE LOCATION OF SIGN 2 SEEMS TO BE THE ISSUE AND IT WAS SUGGESTED A NEW LOCATION WAS FOUND THAT WAS OUT OF THE HIGH TIDE AREA. ALEX READ AN EMAIL FROM ROB AND SALLY WHO HAVE SPENT MUCH TIME ASSESSING THE CURRENT STATE OF THE SIGNS AND REPAIRING THEM WHERE NEEDED. THEY HAVE PURCHASED UV PAINT AND WILL USE THIS ON ALL THE SIGNS. SOME

SIGNS HAVE THEIR WORDING FADING. TO RECTIFY THIS THE MEETING APPROVED SIGNWRITER EXPENSE OF \$100 DANNY VOLUNTEERED TO FIND OUT IF A 2 PAC PAINT OR PERHAPS ANOTHER PRODUCT COULD BE USED TO ASSIST IN THEIR PROTECTION.

Correspondence

VP in China: Jan took time out from adventures in China to send greetings to MC members plus her apologies for missing this meeting.

“Low carbon diet” grants: LIPS received notice about government grants to promote change in carbon footprint at the household level. Also received email from Doon McColl (GBRMPA) suggesting “LIPS could do an open day on the island to showcase the carbon reductions on the island, using [this grant scheme]”. Julia checked guidelines that say these grants must be used by community groups to promote change in the home, therefore achievements on the island may be out of scope. Closing date for applications is Dec 8 and it seems unlikely that LIPS would have capacity to undertake new activity under the grant conditions.

DATE HAS PASSED NOW SO OBSOLETE

Complaint: A former secretary of LIPS expressed concern by email that their contribution to LIPS had been overlooked when contributions of others were publicly acknowledged. When/where the oversight occurred was not stated. Julia responded on behalf of LIPS expressing thanks for this person's help and apologies if acknowledgement was not clearly expressed. This person's email also referred to personal issues that they were addressing directly with individuals and indicated they did not intend to renew membership of LIPS.

COMPLAINT HAS BEEN HANDLED BY JULIA

Landcare groups: LIPS receives notices about Landcare groups including opportunities to be involved in planning future activities. Topics seem to be outside of LIPS scope but if any MC member is keen to get involved please advise Julia and she will forward notices.

WE ARE HAPPY NOT TO RECEIVE THESE NOTICES AS WE FEEL WE ALREADY HAVE ENOUGH GOING ON

Research at Low Isles: Julia (as Researcher) thanked LIPS committee members for the support expressed at the last MC meeting and advised that she is continuing preparations for her study of green turtle spatial ecology at Low Isles, with formal applications lodged for ethics approval and scientific research permits and ongoing search for funding to purchase turtle tracking equipment.

Calendar dates

MC to review advance planning for meetings, discuss best way to address conflicting preferences for last-minute changes, and seek best arrangements to facilitate future attendance at MC meetings.

MC to add, confirm or amend dates on LIPS schedule, currently as follows:

13 Jan 2010, 7.30 am LIPS MC meeting at Java Blue

3 Feb 2010, 7.00 pm LIPS General Meeting at PD Community Centre, prior sub-comm meetings subject to discussion above

10 Feb 2010 LIPS Public talk, details to be advised

THOUGHTS WERE THAT PERHAPS QAMAR SHOULD SET DATES AND THEN ONCE A DATE IS SET NO CHANGES ARE ALLOWED. PLEASE ALSO REFER TO SUGGESTION ABOVE IN GREEN TEXT ABOUT SETTING DATES FOR ALL MEETINGS FROM JAN TO JUNE 2010.

ALL DATES AND TIMES FOR THE ABOVE 3 MEETINGS LISTED WERE CONFIRMED

JULIA WANTED THE POINT OF ALL MEMBERS ATTENDING MC MEETINGS AND ALTERNATE VENUES THAT WERE MORE APPROPRIATE TO BE DISCUSSED. THE 3 MEMBERS AT THIS MEETING DID NOT THINK IT WAS A GOOD IDEA TO HAVE ALL LIPS MEMBERS ATTEND MC MEETINGS AS THESE MEETINGS ARE ABOUT HAVING AN INFORMED GROUP TO PLAN AND DECIDE UPON LIPS ISSUES. IF DIFFERENT PEOPLE ATTENDED AT DIFFERENT MEETINGS ALOT OF TIME WOULD BE SPENT EXPLAINING THE ISSUES AND IT WOULD TAKE A LONG TIME TO GET THROUGH MEETINGS. MEMBERS HAD AN OPPORTUNITY TO JOIN THE MC AT THE AGM IF THEY WERE INTERESTED. WAS THIS REQUESTED BY A MEMBER?? AS FOR ALTERNATE VENUES NONE COULD BE DECIDED UPON EXCEPT PERHAPS SOUL N PEPPER (ANOTHER CAFE) OR THE YACHT CLUB (NOT SURE IF THEY LIKE GROUPS USING THEIR VENUE FOR MEETINGS??) NIC SUGGESTED HER PLACE INITIALLY BUT HAS SINCE CHANGED HER MIND.

Clarification added by Julia: Both Valda and Julia had supported a trial of allowing members to attend as observers if any wished to do so.

MEETING ENDED AT 19:00 OF WHICH JULIA THEN REQUESTED TO BE CONTACTED VIA PHONE TO DISCUSS MEETING OUTCOMES. NIC WAS UNABLE TO GO THROUGH ENTIRE MEETING AS THE RELAYING OF INFORMATION, THEN DISCUSSION OF THIS FOR A SECOND TIME, WAS TIME CONSUMING (AFTER ALREADY HAVING A 1.5 HOUR MEETING). NIC, ALEX AND DANNY DISCUSSED THAT PHONE CONFERENCING FOR MEETINGS IS

NOT APPROPRIATE AND IF ATTENDANCE CAN'T BE MADE THEN THE MEMBERS POINTS ARE TO BE ADDED TO THE AGENDA FOR THE MEETING OR IF FURTHER DISCUSSIONS ARISE FROM THE MEETINGS OUTCOMES THEY CAN BE PLACED ON THE NEXT MEETINGS AGEND

Clarification added by Julia: Request was for intermittent phone input during meeting, not intended to conduct discussion after the meeting. Nicole's kind consideration much appreciated. Decision against phone input accepted.