



Yarra Yarra Catchment Management Group

General Meeting

22 February
10.15 am

~~YYCMG Office Kalannie~~

1 Open Meeting

- 1.1 Attendance – Max Hudson, Dene Solomon, Ian Fordyce, Katie Hasleby, Stacey Hudson, Peter Syme, Wally Barnes, Chris King, Stan Scott, Keith Camac, Jan MacPherson, Richard Lee, Keith Carter
- 1.2 Apologies - Alan Bradley, Priscilla Clayton, Elizabeth Eaton, Jo Ashworth

2 Previous Meeting Minutes

- 2.1 Amendments – nil. True and correct *Moved M.Hudson seconded P.Syme carried.*
- 2.2 Matters arising from previous minutes – NRMO position filled by K.Hasleby

3 Executive Reports

- 3.1 Chairman's Report
- 3.2 Secretary
 - 3.2.1 Correspondence In- moved C.King seconded P.Syme - accepted as true and correct
 - 3.2.2 Correspondence Out – moved C King seconded P.Syme – accepted as true and correct
- 3.3 Funding and Finance (SH)
 - 3.4.1 Financial Report- Presented by S.Hudson. *Moved S.Hudson seconded J.MacPherson. carried*
 - 3.4.2 Utes: get quotes for 2 new ones (trade-in Hilux), Toyota Hilux residual due 12.5.2007- two new 4x4 dual cabs, tow ball, bull bar, air con. S. Hudson authorised to get quotes. Quotes to finance committee. *moved M. Hudson seconded K. Camac carried*
 - 3.4.3 Employment situation: Ian, Dene, Katie, Jo and Cathy

Welcome K. Hasleby, D. Solomon as full time NRMO's. I. Fordyce now full time on project. 4% pay rise back paid from February 2006. 4.5% pay rise 26 February 07. Lisa Pocock resigned, not replaced. Jo Ashworth & Cath Cooke to replace (both part time). Jo still employed as oil mallee project manager 1 day per week. Will be remunerated from joint short term drainage project. Positions to be advertised by SH locally.

3.4.4 Mongers 55 audit by Peter Sorensen. Insurance and drilling induction issues arising. Policies to be put in place by YYCMG. Advised to take out professional indemnity insurance. Was taken out immediately through Hammond Insurance Brokers. *Moved W. Barnes. Seconded I. Fordyce. Carried*

Policies to be written - Employment process, OH&S, drill rig, code of conduct. Purchases policy to be increased to \$200 without authorisation needed from finance

manager. Anything in the \$200 to \$5000 bracket, require verbal quotes and anything between \$5000 & \$50,000, a minimum of 3 written quotes are needed. Over \$50K, and it needs to go to tender.

Priority system of catchments that have been chosen. To be documented.

3.4.5 Shire Review: ownership of motorbike & trailer

Currently owned by shire. Loan paid out 20/12/06. Letter to shire requesting ownership be transferred to YYCMG. *Moved W. Barnes sec M. Hudson carried.*

3.4.6 Oil Mallee Project & MU55 project audit & final report

3.4.7 Staff arrangements: Lisa Pocock resigned, Permits, training

Other business.

External hard drive for Stacey Hudson. *Moved R. Lee seconded K. Carter. Carried.*

New computer for Perenjori office. 3 quotes rec'd, get from Modern Computers, *moved M. Hudson sec R. Lee. Carried.*

4 Reports

4.1 NRMO Report- tabled

4.2 Survey Report- tabled

4.3 Drilling Report- tabled

4.4 Project Update

4.5 Envirofunds- letters back confirming deferment

4.6 Envirofunds - Katie to vegetate spoil banks on new drains - K. Hasleby and I. Fordyce to liaise in regards to revegetation of spoil banks

4.7 Broombush - seedlings still available for 07 @ \$0.04 a seedling, none for 08

4.8 Mongers 55 Update – presented by Ian Fordyce

Oil Mallee Project, solid fuel burner funding (J. Ashworth) Oil Mallee report presented by Stacey Hudson on behalf of Jo Ashworth. Requesting permission to apply for funds from IP1 for solid fuel burner. Investigate Yarra Yarra taking used oil in Perth. *Moved K. Carter seconded J. MacPherson. Carried.*

4.9 Subsurface drainage project (DS) – tabled. Subsurface Water Management (contractor) requesting mobilization cost to be paid. Money available. Agreed

4.10 Short term joint project presented by M. Hudson

5 Development and Planning

5.1 Contract with SNRMO

5.2 Proposed Drainage Program- schedule for consideration. Costs

5.3 New submission IP3 for stage 2 drainage program- budget. IP3 funding application to be submitted by Max Hudson. *Moved P. Syme seconded W. Barnes. Carried.*

5.4 Various permits- Main Roads, Railways, Indigenous Sites, Clearing, NOIDS

5.5 Request for quotations

5.6 Tenders

5.7 Horizontal Directional Line boring- quotes, tenders

5.8 Regional Local Government

- 5.8.1 Easements- check briefing document. Combination restrictive covenant burden? Copy of easement doc to be emailed to committee members
- 5.8.2 YY participation- working group meeting? Or attend inaugural meeting as observer
- 5.8.3 CEO/ Establishment and Coordinating Officer – DoW

6 General Business

6.1 Audit

- 6.1.1 Policy document

6.2 Communications

- 6.2.1 Web Site- website training for K. Hasleby. J. Ashworth and C.Cook as well?
- 6.2.2 Kalannie Computers. Applied for bbnet

6.3 Monitoring and Evaluation

- 6.3.1 DoW/YYCMG monitoring program (I.F)
IP3 funding to employ another person to do the monitoring of existing bores.
Moved I. Fordyce seconded W. Barnes. Carried

- 6.4 Office furniture for PJ office (C.K). Purchase more furniture *moved K. Camac seconded K. Carter. carried*

- 6.5 Indigenous funding for historical research purposes. DS and KH to investigate
Moved K Camac seconded M. Hudson. Carried.

- 6.6 Jo and Cathy to continue with LCD process

7 Business without notice

M. Hudson- new technology for monitoring, include in IP3 funding for monitoring positions

Funding for revegetation projects – rhogodia (ref farm note)

Letter to DAFWA re Russell Speed to notify owners before visiting properties

Check phone numbers on cards/ letterheads of YYCMG stationery etc

8 Close meeting 1:30pm

- 7.1 Agenda items for next meeting

- 7.2 Next Meeting on Thursday 26th April 2007, 10.00am at Perenjori Office

- 7.3 Close meeting

Other Information:

All minutes of previous meetings are accessible on:

www.yarrayarracatchment.asn.au