

FRIENDS OF PERRY LAKES

ANNUAL GENERAL MEETING MINUTES

**5.30pm, Tuesday 15 February, 2022
Floreat Bowling Club,**

1. ATTENDEES:

Greg Harrison , A/Chair	Ron Banks	Caroline Mitchell
Phillip Cave, A/Deputy Chair	Sue Beattie	Nicki Mitchell
Margaret Banks, A/Secretary	Tina Bertilone	Neil Mitchell
Don McFarlane, A/Treasurer	Diana Blackie	Nolan Penning
Paul Brown, A/Works Coordinator	Brian Hewitt	Lindsay Stewart
Oliver Berry, A/Promotions	John McCann	Ray Tauss

APOLOGIES: John Bardwell, Trish McGarry, Elizabeth Rippey, Pamela Ghirardi

(Minutes taken by Margaret Banks A/Secretary)

	Topic (Presenter)	Discussion/ Actions	Action Party
1.	Welcome (Greg Harrison)	<p>The meeting commenced at 5.30pm. The purpose and objectives of the organisation was outlined.</p> <p>Key tasks to be addressed at this meeting and ahead included:</p> <ul style="list-style-type: none"> ● Incorporation and by-laws ● Name of the organisation, Aboriginal name for area ● Budget request from Council ● Election of officers ● Education, documentation and research ● Advocacy and working with Council for the benefit of the lakes, flora and fauna 	
2.	Meeting Protocols (Greg Harrison)	Processes and protocols for the AGM were explained.	
3.	Minutes of previous meeting (Margaret Banks)	<p>The minutes of the meeting of 15 December 2021 were distributed prior to the meeting. They were accepted as an accurate record.</p> <p style="text-align: center;">Moved: Phil Cave Seconded: John McCann</p>	
4.1	Treasurer's Report (Don McFarlane)	<p>A membership fee of \$25 for individuals and \$35 for families was recommended based on comparisons with similar organisations.</p> <p>A comprehensive budget was presented with costings for the establishment of the organisation based on the Work Plan. The 21/22 budget of \$9,313 had been reviewed by the Council Community and Resources Committee which recommended that \$7,931 (for website, PPE and shirts/hats) be presented to the full Council for consideration on February 22.</p>	
4.2	Promotions Report	Report not available for this meeting	

4.3	Works Coordinator's Report (Paul Brown)	<p>A summary of the Work Plan was presented including the proposed 10 actions for the FoPL for 2022.</p> <p>The initial works focus will be on action 5 (reducing evasive weeds) and action 6 (monthly talks or field walks), including:</p> <ul style="list-style-type: none"> ● Weeding on the 3rd Sunday each month, 7-9 am meeting at the children's rope park starting 20 February. Participants to provide own protective clothing and footwear. ● Educational talks being planned including black cockatoos with Birds Australia, weed walk, water supplementation with ToC. ● A number of suggestions were made on how these activities could be publicised including through Eden and Perry Lakes Facebook groups, Perry Lakes notice boards and local paper. 	
4.4	Incorporation and ToR Working Group's Report (John McCann)	<p>A working group had evaluated options from remaining an informal group through to becoming a registered charity and concluded that incorporation was the best option at this stage. The key benefits of incorporation:</p> <ul style="list-style-type: none"> ● Limits personal liability for members ● Can create a bank account ● Can apply for grants ● Provides a framework for good governance (constitution) <p>The group recommended following the Model Rules since they were fit for purpose.</p>	
5.	Incorporation and Constitution (Greg Harrison)	<p>The following motion was put to the meeting by Greg Harrison and seconded by Don McFarlane:</p> <p><i>"That the Friends of Perry Lakes become an incorporated association (Friends of Perry Lakes Inc.) under the Associations Incorporation Act 2015 (WA), and that the attached constitution be adopted"</i></p> <p>Motion was carried unanimously</p>	
6.	Bank Account	<p>The following motion was put to the meeting by John McCann and seconded by Nicki Mitchell:</p> <p><i>"That the elected Treasurer of the Friends of Perry Lakes is hereby authorised to set up a bank account in the name of the Association and in accordance with the constitution"</i></p> <p>Motion was carried unanimously</p>	
7.	Membership Fees	<p>The following motion was put to the meeting by Lindsay Stewart and seconded by Nolan Penning:</p> <p><i>"That the FoPL agree to set an annual membership fee of \$25 for individual members and \$35 for families for calendar year 2022 (to be reassessed at the 4Q22 AGM for 2023)"</i></p> <p>Motion was carried unanimously</p> <p>It was raised by Nolan Penning that alternative arrangements should be considered for individuals or families unable to afford the annual fee.</p> <p>Action: The committee will consider a lesser contribution/fee if a need is expressed. This could be included in Bi-laws.</p>	Treasurer

8.	Election of Office Holders (Returns Officer: Phillip Cave)	Nominations had been received in writing prior to the meeting with each nomination supported by a second person. The election results are listed below: <ul style="list-style-type: none"> ● Chair: Greg Harrison ● Deputy Chair: Erin Musk ● Secretary: John McCann ● Treasurer: Nicki Mitchell (Initially declared as a casual vacancy since no nominations were received. Appointed by the Committee immediately following the meeting). 	
9.	Election of Committee Members (Returns Officer: Greg Harrison)	Nominations had been received in writing prior to the meeting with each nomination supported by a second person. The election results are listed below: <ul style="list-style-type: none"> ● Works Coordinator: Paul Brown ● Education Officer: Don McFarlane ● Promotions: Casual vacancy ● Ordinary Member: Tina Bertilone 	
10.	Discussion of FoPL activities up until April 2022 (Greg Harrison)	<ul style="list-style-type: none"> ● Weeding commencing next Sunday 20 February ● Talks most likely held on week days ● Discussed availability of suitable meeting rooms 	
11.	General Business (Greg Harrison)	<p>General discussion around topics of interest to the membership that could be raised with Council, including:</p> <ul style="list-style-type: none"> ● Nesting boxes history and are they currently monitored ● Cables being installed for lighting and potential impact on wildlife ● Water quality data, mapping of species and placement of pathways to ensure a buffer of plants for wildlife <p>It was noted that there is significant expertise in the group and great capacity to contribute to Council plans, processes and research.</p> <p>The work of the committee will initially focus on incorporation, prioritising issues and advocacy to raise with the Council, and a survey of members for interests, skills and contributions</p>	
12.	Next Meeting (Greg Harrison)	The next AGM is planned for 8 November 2022. Additional general meetings will be announced once the new committee is up and running	
13.	Meeting Closed	6.55 pm	