

Batavia Coastcare Network (BCN)

Meeting Minutes

Vanessa McGuinness | Secretary

***** Special General Meeting *****

Meeting location: City Hive (184 Marine Terrace)

Meeting Time/ Date: 5:00pm 7th December 2017

Meeting Commenced at 5:15pm

Present:**Committee:** Vanessa McGuinness, Mic Payne, Wendy Payne, Dave O'Meara, Mike Dufour**BCN Membership:** Indre Asmussen, Fiona and Dave Harvey, Greg Brennan, Cameron Perrett, Richard and Lis McLellan, Alice Bishop, Pauline Winrow, Lee Westlake**Apologies:** Mark Reid, Heike Witt, Mark Canny, Sean Hickey**Guests:** Peter Howard and Ann Larson, Karly Collett, Kirsty Kipling**Chair:** Mic Payne**Secretary:** Vanessa McGuinness**1 Agenda**

- Progress report on first year of operation and membership feedback

2 Progress report on first year of operation and membership feedback

The Chair addressed the meeting to report that while this last year has been a useful "settling in" period, there has been a general lack of discernible progress by the group, with the only achievements being development of a website, one planting event at Cape Burney and two letters of support for funding applications by partner organisations. The reason for this lack of progress is twofold, first a failure to reach quorum (five out of nine members) at committee meetings and second meetings getting bogged down in unproductive discussions that don't result in progressive actions. The Chair asked the membership if they wished to see the group continue and the response was universally in favour of this.

The Chair also made the membership aware there had been discussion as to whether BCN should be a "traditional" on-ground coastcare group that seeks to expand its membership or alternatively a management committee that does not. The Chair raised the motion that BCN should continue to expand its membership and to involve as many people in coastal management as possible and the motion passed unopposed.

The Chair then suggested that meeting governance could be improved by the formal adoption of a constitution with well-defined procedures and group objectives. The group currently operates under a draft constitution however, the Chair considers the procedures insufficient and objectives too broad to enable effective meeting governance. The Chair opened the meeting to suggestions from the floor for objectives and procedures that could improve governance, and hence promote group achievements. This resulted in the suggestions below:

Objectives:

- Increase membership and profile

- Organise quarterly meet-ups around social events (Guest speakers, lunch time events, Coastcare quiz nights etc)
- Apply for grant funding for projects
- Collaboration with other groups and organisations
- Complete three or four on ground events/projects yearly

Procedures

- Chair to ensure all discussions meet with the objectives
- Chair to enforce 1 minute time limits when discussing motions (already in place but not enforced)
- Rely more on shout-outs to the membership to complete activities
- Replace monthly committee meetings with less frequent general meetings to enable more input from membership
- Smaller committee to enable better focus

The membership voted unanimously to adopt the objectives above. Some BCN general members expressed interest in joining the committee. The Chair thanked the members for their suggestions and invited all to join in the end of year celebration.

Final Action: The Chair to incorporate all objectives and consider suggested procedures to the existing BCN draft constitution for circulation to the membership prior to formal adoption.

Meeting Closed: 6:00pm.

Next Meeting: TBA