# S:\2014\Wildcare\Wildcare Logo OL.pngWildcare Inc. – Board of Management meeting

# Minutes

**Wednesday 12 April 2017, 11.00am Green Room, Level 2, 134 Macquarie St Hobart**

**Directors present:** Peter Williams, (PW; Elected Co-Chair and Chair of meeting), Sally Salier (SS; immediate past co-chair) Suzanne Crowley (SC; Secretary and minute taker), Dave Harris (DH), Kate Mooney (KM), Stan Matuszek (SM), Bob Tyson (BT), Rosemary Gales (RG), John Duggin (JD), Sally Simco (SS), Erika Shankley (ES).

**Apologies:** Andrew Smith (AS; Appointed Co-Chair), Robert Dyson (RD; Treasurer),

| **#** | **Agenda Item** | Raised by | Context/Explanation | Motion/Proposed Action | Outcome/Required Action |
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| **1** | **Welcome** | PW | PW acknowledged the traditional owners.  Peter welcomed everyone to the meeting and introduced himself as the new co-chair, and Kate Mooney legal advisor. |  |  |
| **2** | **Declarations of conflict of interest** | PW | The following Directors declared a conflict of interest regarding the Internal Grant applications:   * PW Friends of Bruny Island Quarantine Station |  | PW absented himself from the meeting discussion on the small grant proposal relating to Bruny Island Quarantine Station |
| **3** | **Minutes of previous meeting: 9.12.16**  **Minutes of special board meeting 17.2.17** | SS | Item 8.2 Wild Times is only issued 3 times a year. It should read that the budget be reduced to $13,500.00 not the number of issues | Amend minutes as identified.  M: PW  S: JD  Accept the minutes as amended  M: JD  S: SM |  |

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| **4** | **Out of session outcomes** |  | Discussion on small grants decisions. | Motion: If applications are contentious they come before a full meeting of the board.  M: PW  S: SSimco |  |
| **5** | **Other business arising from minutes** |  |  |  |  |
| **6** | **Board to present their views on priorities for Wildcare in 2017** |  | Discussion on future direction of Wildcare.  Common themes that emerged included:  Statutory obligations  Support for branches  Resourcing  Good new stories  Succession planning  Competition for sponsors  Being relevant to membership |  | Common themes were identified |
| **7** | **Welcome to Jason Jacobi & Simon Willcox** |  | The meeting paused at 12.40pm for lunch and to welcome the new Director of Parks & Wildlife Services Jason Jacobi and Simon Willcox Manager of Visitor Strategy PWS  JJ & SW addressed the meeting |  |  |

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| **8** | **Gift Fund Committee Outcomes** |  | Tasmanian Devil program has been invited to submit.  The OBP should be invited to apply |  | SSimco to follow up |
| **9** | **Wildcare Wallace Wildtracks Fund update** |  | Discussed and update provided by JJ during presentation |  |  |
| **10** | **Huon Valley Caravan Park donor** |  |  |  | AS to report at June meeting |

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| **11** | **Financial Nov 2016 financial report** |  | Discussion on financial health of organisation |  | Secretary to invite Lindie Lupo to present report if RD not available  SC to let LL know the submitted financial report hadn’t been updated |
| **12** | **CEO report** |  | Discussion on wording for TCA criteria  CEO report raised the issue of there having been no salary increment for staff for the past 4 years | The Board acknowledges the lack of increments on staff pay | RG to fix wording on TCA blurb  SC to circulate to BoM for comment  AS to seek advice from PWS HR on staff contracts and conditions |
| **13** | **Facilitator report** |  |  | Noted |  |
| **14** | **Internal Grant Applications: Agreed out of session** |  |  | Addressed earlier in the meeting |  |

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| **15** | **Internal Grant Applications to be reviewed** |  | Mt Field petrol hedge trimmer of $694  FoBSI proposal $2000 covering food | Motion: This application be approved.  M: DH  S: IR  Motion: That it become Wildcare policy that grant funds cannot be used for food or accommodation.  M: DH  S: SSimco  Motion: That FoBSI be informed of policy and to re-submit allocating funds to other use  M: DH  S: SSimco  Motion: that the small grants application have a covering note to indicate funding applications for food and accommodation will not be eligible  Moved: RG  S: SC | AS to contact FoBSI and inform them of boards request to re-submit  The small grants application be amended to cover the policy on food and accommodation |
| **16** | **General business** | SS | * What is the policy for reimbursement of BoM travel costs? * Reminder that emails to board members be kept to a minimum   Next meeting 11.00am June 8 at a venue to be decided | Motion: That WC pay for one banner for Bruny Island Quarantine Station as a thank you for hosting the AGM  M: SS  S: DH | Submit petrol dockets to Carol Pacey for reimbursement  JD volunteered to be the minute taker, to type up minutes and forward to co-chairs for approval for the June 8 meeting as SC on leave.  PW to send a card expressing condolences to AS  Pip to send an invitation to WC board via SC |

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| **Actions Outstanding from Wildcare BoM 8 September 2016** | | | |
| **Action Item** | **Action** | **Person responsible** | **Status as at 12.04.17** |
| 1 | Talk to Cradle Mountain visitor centre | SS |  |
|  |  |  |  |
| 8 | News article related to writers prize, FB and website | JW |  |
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| 10 | “Forming a Branch?” button link on website | AS |  |