

Below is the agenda for the committee meeting. The minutes for the meeting are shown after the agenda and refer to the agenda's numbering system.



**MEETING OF THE BIRDLIFE SHOALHAVEN COMMITTEE
3 LOUISA GROVE, VICENTIA
29 AUGUST 2016, 2-4PM**

AGENDA

1. Attendance and apologies
2. Appointment of Yolande Cozijn to the Committee
3. Acceptance of the agenda

MINUTES

4. Approval of minutes of previous meeting
5. Business arising from the minutes

REPORTS & RELATED ISSUES

6. Brief updates and related issues
 - a. President's report – Rob
 - b. Secretary report, including key correspondence - Brett
process for key correspondence and letterhead – Rob & Brett
 - c. Webmaster and social media report - Brett
 - d. Newsletter editor report – Brett
 - e. Treasurer report - Karen
 - f. Conservation Officer report – recent issues and developments - Chris

NEW INITIATIVES

7. Bird walks – Mike & Rob
8. Expanding the bird outing calendar – Brett & Karen
9. Proposed bi-monthly BLS meetings & other events – Rob & Yolande
10. Expanding our profile through print media – Rob
11. Other business
12. Next meeting

AGENDA ITEM 6.a. – PRESIDENT’S REPORT

OUR COMMITTEE

Our Committee has an excellent spread of professional skills and experience from corporate, government and the third sector - business, finance, social media, engineering, education, ecology, the corporate, NGO and government sectors and with Yolande we now cover marketing. As for geography six of us live in the Bay & Basin, but with Mike and Barry and the rest of us having our own contacts, it means we can be across issues and opportunities from across the Shoalhaven. As for birds we have ornithologists, ecologists and birders with excellent field skills to barely adequate in my own case. Importantly we all want to make a difference and have put our hand up for jobs and new initiatives where we would like to focus our energies.

The danger is we all take on too much too soon. So it is vital we are guided by our respective skills, interests and available time and continue to delegate tasks to other BLS members. I was at Gluepot a few weeks ago and it is their own mantra and it has certainly worked for them.

PRIORITIES & KICK-STARTING NEW IDEAS

This is only our second meeting and since the AGM we have made good progress on a number of issues:

- Reviewed our governance
- Agreed our focus and priorities
- Took on several new and on-going advocacy issues
- Our first community event at the JBMM community fair
- Karen’s first survey of the Jervis IBA
- Chris’s HEST outing
- Two great newsletters
- New link with Jervis Bay Regional Alliance
- & we have a new Committee member!

Of course MUD Birders, Shoalhaven Birders, Shorebirds Recovery Team and others remain very active, but to make meaningful progress against BLS objectives before the next AGM, e.g. more members, greater participation, more activities, etc., I would like to move forward on some of the new ideas we discussed in our May meeting. The agenda will allow us to do just that with a focus on the recreation and education side of BLS’s charter.

For your information, I have emailed separately what we agreed as our focus, activities and priorities with ‘owners’ based on our respective skills, interest and availability. I will update this ahead of each meeting to make sure we are all on the proverbial “same page”. You may see that I have added “Raising our profile through print media” as a new item. This was probably an oversight in the original schedule and came out of a coffee with Yolande. I have added it to the agenda.

LINKS WITH THE BIRDLIFE NETWORK

Sharing ideas with the rest of the BirdLife network means that we can make the most of being part of a national organisation. I attended the branch meeting in May in Melbourne and was part of a branch phone meeting on 19 August. The following things came out of these meetings:

- BirdLife Southern NSW are keen to provide any support we might need, e.g. speak at our events, advocacy issues

- BirdLife Southern Highlands are keen for us to attend their meetings and outings, which could well be of interest to our members in Kangaroo Valley
- The new BirdData Portal and App is getting closer. This will underpin BirdLife's "structured monitoring" database. How we support this, while many of our members use eBird will need to be considered. Marg Hamon will be bringing this issue up at the BIGNet meeting.
- The Aussie Bird Count will be held from 17-23 October. I will be getting a box of promotional material (badges, posters, book-marks) shortly. This event aims to expand the number of BirdLife supporters on their database by 10,000. Last year we got 8,000. This will be driven by media, which we can promote through Facebook, the newsletter and will be a good angle for local print media (refer agenda.)
- The National Twitchathon is on 28-29 October. (Do not ask me why this is the week after the Aussie Bird Count!) Mike, Brett and Karen are in teams and I had intended to do something kid friendly as part of the Sanctuary Point Community Fair.
- Richard Jordan, who Brett, Karen & I know very well is now President of BirdLife Northern NSW
- BirdLife's 2015 external audit highlighted certain governance issues with branches, which will lead to a review of governance. This will happen ahead of our AGM, so we can make further changes to our working arrangements then if we need to.
- The audit also flagged that if branches receive donations, where a tax deduction receipt is requested, the funds have to be banked direct with BirdLife Australia to comply with ATO and charity legislation. Unfortunately(!) this is not currently an issue, but worth bearing in mind, e.g. we 'sold' items at the JBMM Fair, rather than received donations.
- BirdLife Australia is undergoing a strategic review to better align the organisation around making "conservation impacts", rather than one-off projects. The recent Shorebirds campaign that developed a conservation action plan, including a number of conservation organisations was the pilot campaign approach. One on woodland birds is currently being scoped. I will be attending the BirdLife Board meeting just before our own meeting and will provide more detail on this.

Greater detail on these meetings is in an email and its separate attachments from BirdLife Australia, which I have forwarded to you. You will find some of the detail useful for some of the things we are looking at, like bird tourism.

Another networking forum is Bird Interest Group Network (BIGNet) This was in place before the merger of BA and BOCA and was a way for birding groups and interest groups to share ideas. The group continues to meet every six months with the next meeting in Leeton in September. Marg Hamon will represent BLS and I have prepared a report using my President's Reports for her to table. This is another opportunity for networking and it is great to have Marg take this on

FUNDRAISING

The Jervis Bay Maritime Museum World Environment Day Fair on 2 July was a success, thanks to Stan Brown and other members. We collected \$94 from the Clears' book on Hoodies and other \$2 items. Future community days should generate similar amounts and cover the costs of BLS presentation evenings that we are looking to do. I can make sure that we maintain a good stock of items for sale from my trips to Melbourne! While we can ask for funds from the national office each year most branches, rightly in my opinion, make sure they are self-funding. We agreed previously to do the same. This means we will need to look for other sources for funding when we pin down our ideas for new initiatives, like bird walks, printing, etc. I have lined up one of our members with experience in funding application to help out. We have also talked about a film night at some point as a fundraiser.

AGENDA ITEM 6.b. – PROCESS FOR KEY CORRESPONDENCE AND LETTERHEAD

Refer paper by Rob with input from Brett below

For governance purposes, I would like to agree on a process for the approval and distribution for BLS key correspondence, expanding on our working arrangements, which simply says

24. All key BirdLife Shoalhaven correspondence on local conservation causes must be approved by a majority of the Committee.

Approval of process for key correspondence

I propose we adopt these definitions and process in relation to key correspondence:

“BLS Committee members should forward any items of key correspondence they send out or receive, referring to the definitions below. But the Secretary will decide which items are actually deemed noteworthy to report on and file centrally.

For this purpose the following definitions of key correspondence should be referred to as a general guide:

- *‘Key correspondence out’ is defined as any communication on BLS letterhead or through a formal BLS email that presents opinions, views or representations on behalf of the BLS Committee and members.*
- *‘Key correspondence in’ is defined as any responses to our own correspondence out and any letters or emails potentially representing a perceived risk or potential opportunity.”*

Approval of the process for key correspondence out

I propose we adopt these steps as our internal process:

- 1. When a BLS Committee Member or other BLS member becomes aware of an issue, that warrants the attention of BLS, they should email the Committee, noting who will be co-ordinating the matter and any external parties they will be working with.*
- 2. The co-ordinator will be expected to take on board any comments from the Committee.*
- 3. The co-ordinator must use the BLS letterhead when drafting any correspondence on the issue.*
- 4. To expedite matters, the initial drafting may be undertaken by an external party, e.g LWPA or JBRA, and forwarded to the co-ordinator for their review.*
- 5. The co-ordinator will email the draft to the Committee and any external party, for approval by a reasonable deadline.*
- 6. After a majority of the Committee and any external party have approved the draft by the deadline, the co-ordinator has the authority to sign or obtain the appropriate signature and send out/email the letter. No reply from the Committee can be taken as approval, but this should not be assumed to be the case for an external party.*
- 7. The final email and document must be sent to the BLS Secretary and any subsequent correspondence in for central filing.*

Approval of a BLS letterhead

I have provided a draft letterhead below for approval.

We need this to present ourselves as a credible, independent entity and part of a national organisation. The postal address is my own and the ABN is BirdLife Australia’s, which we are part of. I will confirm this is OK with National Office staff before our meeting. The sub-headings in the template are those used by Chris in previous submissions as a guide only. It will often add extra “weight” if the letter is signed electronically by the President, which would not hold up the process.

BLS official emails

With regard to emails Brett has set up official BLS email signatures for the President and Secretary. **I propose we also set this up for the Conservation Officer**, as the three of us are the ones most likely to be sending out key correspondence. We can look to expand on this later.



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BirdLife Shoalhaven is a branch of BirdLife Australia Limited ABN 75 149 124 774

<<Addressee>>

<<Date>>

Dear <<Name>>

<<REFERENCE & TITLE>>

1. INTRODUCTION

1.1. BirdLife Shoalhaven (BLS) advocates for the conservation of birds and their habitats and promotes the appreciation and understanding of birds across the Shoalhaven and beyond. BLS is a branch of BirdLife Australia Limited, an independent, not-for-profit organisation, which was established in 1901 and currently has over 12,000 members and 70,000 supporters.

1.2. BLS wishes to <<Outline of issue>>

2. RECOMMENDATION

That the <<insert>>

3. CONSIDERATIONS

3.1 SIGNIFICANT BIRD CONSIDERATIONS

3.2 ENVIRONMENTAL CONSIDERATIONS

3.3 PLANNING CONSIDERATIONS

4. CONCLUSIONS

If you have any queries on this submission, please contact <<me or name of person>>, BirdLife Shoalhaven <<title>>, on <<mobile>> or <<email>>.

Yours sincerely,

<<name>>

<<title>>

<<mobile and or email>>

AGENDA ITEM 7 – BIRD WALKS

Refer paper by Mike & Rob below

In our list of new ideas we have talked about new promotional materials, bird walks, bird hides, media, more bird outings, as well as our on-going focus on the newsletter and bird outing. Mike & I have discussed how we can bring this together in promoting good places for people, residents and tourists, to go birding.

After incorporating your comments and ideas, I propose that Mike & I move things forward and keep you informed and get your input as our ideas evolve. No commitments will be made without approval from the Committee, as this will link into other activities and parts will need funding.

1. We propose initially we focus on the 13 in the Bird trails of the Shoalhaven and the 7 in MUD Birdwatchers brochure. One is a double up so 19 in all.

1. Bomaderry Creek
 2. Bens Walk
 3. The Grotto
 4. Bangalee Reserve
 5. Comerong Island Nature Reserve / Shoalhaven Heads
 6. Lake Wollumboola/Crookhaven Heads
 7. Abrahams Bosom Reserve, Currarong
 8. Greenfields Beach to Hyams Beach
 9. Murrays Beach/Governors Head
 10. The National Botanic Gardens – Lake McKenzie
 11. Florance Head /Rusden Head – also in MUD Birdwatchers
 12. South Pacific Heathland, Ulladulla
 13. Ulladulla Wildflower Reserve
 14. Warden Head
 15. Burrill Lake
 16. Leo Drive to Narrawallee Inlet
 17. Wilfords Lane Wetlands
 18. Lake Conjola entrance
 19. Yatte Yattah Nature Reserve
- Over time we can add to this list of course, e.g. Bherwerre Wetland, Heritage Estate, JBMM Maritime Museum, but we have the material on these and it gets us going.
 - While other sights may be more important from a conservation perspective, the focus here is to inspire people to go birding with new members a flow-on impact.

2. Do we call them Bird Walks or Bird Trails? The Council brochure says Bird Trails, but Unspoilt Shoalhaven talks about Nature Walks! We propose Bird Walks to fit in with this.

3. We suggest we promote walks through the BLS newsletter and printed media – “Walk of the month” – taking copy from the brochures

4. We want to aim to get new brochures printed with BLS logo and ‘Join BirdLife Australia’ message. What stocks do we have? What will printing cost? Where would we use these – at all BLS talks, events & fairs, and in Shoalhaven Visitors Centre, caravan parks, motels & B&Bs. Any other ideas? We have walk details and can refresh pictures and layout. Charles Dove is a graphic designer and is keen to help.

5. **We could use these as locations for some of the proposed BLS, MUD Birders and Shoalhaven Birders outings to establish as bird monitoring sites, using eBird or the new BirdData App**
6. **We could focus on the walks for bird outings for novices, as a possible new initiative in the future**
7. **We have discussed install signage at the start of each walk with the BLS logo and 'Join BirdLife Australia' message – this can be a simple marker, poster if there is a notice board or a panel. We would need to look at the options for each site, as some might only need a poster.**
8. **We have discussed identifying locations for bird hides and should prioritise these as funding will be a major issue. Council's approval of the proposed bird hide at Bherwerre Wetland will be a good test case. Mike has offered to come up with a standard design.**
9. **We will need estimates for the funding required for brochures, signage and bird hides and a fundraising plan. Grants, Council, film nights are all options. We would need to agree that this would be BLS's major focus for fundraising outside the need for meeting room hire and equipment.**
10. We still need to check BLS liability for promoting walks that we will often not be running. Charles Dove told me that IBOC have some words in their brochure.

AGENDA ITEM 8 - EXPANDING THE BIRD OUTING CALENDAR

refer paper below from Brett

- we should have leaders on our walks (see suggested leaders below)
- to avoid clashes with existing groups we should focus on the Bay and Basin area with possible sites being -
 - 1) Vincentia Sewerage Works (B and K)
 - 2) Vincentia / Hyams Beach heathland and woodland (RD)
 - 3) Booderee NP - Telegraph Creek and Greenpatch (B and K)
 - 4) Booderee - Botanic Gardens (B and K)
 - 5) Bherwerre Wetland in Larmer Avenue (CG)
 - 6) Heritage Estate (CG)
- we also don't want to clash with the other two birdwatching groups for times/dates and I suggest the 4th Sunday of the month because ...
 - 1) weekends would suit everyone including working members
 - 2) Sundays are less busy than Saturdays
 - 3) we could publicise the activity at Shoalhaven Birders walk the previous week

Questions

1. Can you think of any other sites that are better and would provide a different birdwatching environment and different birds, or others that are ecologically significant and should be surveyed regularly?
2. Is one walk a month too onerous? Is one walk every two months too few?
3. Could we include Greenhills (Mike) and Bundanon (Barry)? Current status?

AGENDA ITEM 9 - PROPOSED BI-MONTHLY BLS MEETINGS & OTHER EVENTS

Refer paper by Rob below

BI-MONTHLY BLS MEETINGS

We have all agreed in principle with us holding BLS meetings with presentations. These are my thoughts on how I propose we proceed for discussion at the meeting.

After incorporating your comments and ideas, I propose that I move things forward with a first meeting on 5 December.

WHEN

- MUD Birders have their meetings in Milton on the second Tuesday of March, May, July, September & November. **Is this right, Mike?**
- We should hold BLS presentation evenings in the Bay & Basin in February, April (inc. AGM), June, August, October & early December, subject to getting good speakers and our own availability.
- Monday evenings seem to be more 'open' in the Bay & Basin, so ideally the second Monday of the month
- This may vary, as initially I propose that I take on the organisation of the speakers, their hosting and overall arrangements.
- Given October is a bit soon and we will miss the newsletter, I suggest the first meeting is Monday 5 December, avoiding Xmas overloads.
- Dates for 2017, given my own availability would be:
 - 6 February
 - 10 April (**inc. AGM – OK Brett?**)
 - 12 June
 - 14 August
 - 9 October
 - 4 December

WHERE

- St. Georges Basin Community Hall is the preferred venue – close to the highway, can seat 100, but a smaller group will not be lost, it is cheap (\$30?), has a sound-system, good kitchen and cups/plates

TIMING

- 7pm-9pm with 45 minutes of talks, 30 minutes for tea/coffee, 30 minutes of talks and 15 minutes for contingency. This will allow an hour travel time for non-locals and get them home at a reasonable time

SPEAKERS

- Where possible we should aim for high profile speakers, like Joseph Forshaw
- Where possible we could have 'themed', e.g. shorebirds, university students on their research, iconic Shoalhaven birds, raptors
- My preference for the 5 December meeting would be Phil Straw:
Phil is the new President of BirdLife Southern NSW and is a specialist in migratory shorebirds, and involved in international projects and policy, like the East Asian Australasian Flyway Partnership and Ramsar. With a shorebirds speaker and summer breeding season, it will allow us to show the Lake Wollumboola video, which I have promised Frances, and I understand there is one on Lake Conjola.

- Another option for December from BSNSW is Judy Harington, manager of the EagleCam project and heavily involved the Discovery Centre. This could fit in with a theme of the iconic birds of the Shoalhaven with Jack Baker, University of Wollongong on Eastern Bristlebird.
- Other possible BSNSW members include experts on owls and urban bird ecology. They are both academics and good presenters.
- The date for a UOW students evening would be determined by university calendar I suspect. I have the contacts for UOW and will follow this up after the meeting.
- Karen suggested:
 - Jenny Packwood (BLS) - Bird Co-ordinator for Wildlife Rescue South Coast - need to check she still is.
 - Bob Ashford - talk re birding tours he runs
 - Graeme Chapman - photography
 - Brian O'Leary - photography
 - Barry Virtue - re one of his birding trips to New Guinea, Sulawesi, Ecuador etc
 - Kevin Mills - 'The Hawaiian Islands - Galapagos of the North Pacific' (Ecologist from Jamberoo - special interest Oceanic Islands)
 - Birdlife Rep if in area (ask Fiona Blandford to advise if visit happening)
 - Nowra NPWS - David Baine
 - Bherwerre Wetland - Chris Grounds

Any other suggestions for speakers?

OTHER

- Open to all not just BLS members
- We should have items for sale
- Free with perhaps gold coin entry for non-BLS members

Are you happy for me to move ahead on this basis, taking on board what comes out of the meeting?

LEVERAGING OTHER EVENTS

- Yolande is keen to make presentations to other community groups with a focus on Birds in Backyards. She has been in contact with Holly Parsons at BIBY to help out on material and has ready access to amazing photos! **Does anyone have any other events we could present at in the future?**
- Given the success of the fair at Jervis Bay Maritime Museum, this seems something we should do on an on-going basis, especially as it can involve non-Committee members. The same team that ran the JBMM fair is looking to take on the Sanctuary Point Community Fair on 28 October. Fairs are a great way to introduce BLS to the community and engage our members throughout the Shoalhaven. **What other fairs would it be good to run a stall? We could set up a calendar for the fairs and markets we want to attend. Marg Hamon mentioned one in Kiola in January, Mike.**
- I talked to the Lois Sparkes, the new President of the Bay & Basin Camera Club about one of their meetings perhaps focussing on bird photography. She seemed interested and might discuss with her Committee. **Do we want to pursue this?**
- Karen also suggested a Trivia Night and Breakfast with the Birds - probably Parma Creek

Any other ideas?

As a process I propose that if anyone is prepared to take responsibility for running an event or presenting at a meeting, they email the details to the Committee for comment and ideally have allowed time for Brett to promote in the next newsletter.

AGENDA ITEM 10 - EXPANDING OUR PROFILE THROUGH PRINT MEDIA

Refer paper by Rob below

Using print media to promote BLS was omitted from our discussions on our priorities. These are my initial thoughts for discussion at the meeting. **After your input, I propose we develop a process on how we do this effectively and what efficient processes we will need. Any volunteers?**

- Articles could be on one of our bird walks, a particular bird, the migratory species for the season
 - Alternate articles in About, Nowra News, Milton Ulladulla Times. **Any others?**
 - **Do we have 'journalists' contacts?**
 - **Would articles need to be exclusive for local papers?**
 - Charles Dove of MUD Birders has had articles published and is keen to help
 - Yolande has an article on the Superb Blue Wren, which will be in the next About
 - Could put same article in BLS newsletter
 - We should have a closing sentence in all articles to invite new members, like "For more information about birds in the Shoalhaven go to www.birdlifeshoalhaven.org and go to www.birdlifeaustralia.org.au and become a member of BirdLife Australia"
 - Radio is another issue, though we can easily get on local community radio. **Any volunteers?!**
-

AGENDA ITEM 12 – NEXT MEETING

Given, Brett, Karen & I will be away on the original date, so I would like to test these dates for the next meeting:

- 21 November – my preference
- 14 November
- 12 December

All 2-4pm and at my place. **Please check your diaries before the meeting.**

Possible dates for 2017, based on fourth Monday of the relevant month:

- 27 February – I will be an apology
- 22 May
- 21 August
- 27 November

We can look at availability a lot nearer the time!

Minutes

Meeting opened at 2:00pm.

1. **Attendance and apologies** - all committee members in attendance / no apologies
2. **New Committee Member** - Yolande Cozijn was approved unanimously as a new BLS Committee member.
3. **Agenda accepted** - Brett suggested that this agenda item is unnecessary
4. **Minutes of previous committee meeting** in May were accepted as an accurate record
5. **Business arising from the minutes** - would be dealt with in reports and general business
- 6a. **President's Report** - presented by Rob and tabled above
- 6b. **Key Correspondence**

Rob proposed that we adopt the definitions of key correspondence and approve the process for key correspondence out that he had outlined, and that the draft letterhead he presented by accepted as the template for correspondence out - carried.

Brett asked for all final submissions to be re-sent to him for display and archiving on our website to ensure we had a full and accurate record of all submissions to date. Brett also suggested that all correspondence out be sent in PDF format as electronic PDF documents are legal documents and cannot be changed without leaving a digital footprint. Decision – key correspondence must be sent out in PDF format. Decision – Brett to set up a public section on the web-site for BLS key correspondence. **Action 1** – all Committee members to forward any final key correspondence that they still have to Brett.

The committee discussed whether a naming convention for documents was necessary, but it was agreed that this was not practical for submissions. Decision – when sent out, correspondence must be given a file name meaningful to the recipient. Brett will change the title and add a reference number for our internal purposes.

6c. **General Correspondence**

Brett reported on a few items of email correspondence that he felt should the committee should be made aware of (as opposed to the usual mundane emails from the public re membership and requests for information, emails from head office etc) - as shown below.

Jodie Dunn email - "Hi Brett and Chris. Thanks so much for the beautiful article about 'the Birds The Sea and Me' in your newsletter. I left in such a flurry that I forgot to get back to you. I really appreciate your support."

Donna Corbyn - Council would like to thank all those who made a submission for the Draft Lady Denman Reserve Strategic Business and Master Plan. Council at its ordinary meeting on the 26th July, 2016 resolved to adopt the plan.

Camila De Gregorio <camila@eggpicnic.com> - "I was given this email by Renee Mead. I got in touch with her as we are currently organising an exhibition in October in Sydney at Platform 72 Art Gallery called Feathered Friends with wildlife carer and photographer Angela Robertson-Buchannan. Our idea is to not only have our artwork around birds displayed but also to have workshops and invite experts to speak. We will address several topics such as shorebirds, decline of populations, etc. and we would love to know if anyone from BirdLife Shoalhaven would be interested in participating as a speaker? The official opening will likely be Wed 19 or Thursday 20 at night. You could do a talk on those nights or Saturday 22 or Sunday 23 during the day. Saturday or Sunday will likely be workshops." Camila reported in an email today that Phil Straw had volunteered to be a speaker at her function. After discussion it was agreed that any committee member who would like to be a speaker could approach Brett for Camila's email address.

With regard to emails, Brett has set up official BLS email signatures for the President, Treasurer and Secretary and it was agreed that this should be done for the Conservation Officer as well. **Action 2** – Brett and Chris to liaise to set up a email address and e-signature for Chris, as BLS Conservation Officer.

Brett also reported our membership numbers - 154 in January 2014 increasing rapidly after the establishment of the branch to 197 in September 2015 then levelling off - with 194 as of August 2016.

6d. **Webmaster and social media report** - report by Brett shown below

The Calendar page on the website now shows one list of all BLS related activities chronologically. A few pages that were showing their age were also updated. **Action 3** – Brett & Rob agreed to look to review the content of the web-site and agree a plan for any potential changes.

In May we had 141 Facebook "likes" which has now increased by 22 to 163. Our 42 Twitter "followers" have only increased by 2 to 144.

Since May Matt Jones and Charles Dove have been added to our Facebook account - which may be why we have so many new "likes". They have been added as "Editors" which basically means that they can add posts and respond to messages, but they don't have control over page roles and settings (which is the role of Admin. Matt posted 6 awesome photos to the page in late July and Charles has added 3 posts of photos, the first on Aug 7 totaled 88 photos but luckily he has toned down his posts somewhat with an August 12 post of 36 photos and 20 on August 20th. In addition, I have added a few posts - one re the reprieve for Collingwood Beach, one about a tree planting at Yatte Yattah, one about the screening of Understorey, one linking to a Charles Dove video on Youtube where he talks glowingly about birding, and a post about Karen and me walking Bherwerre Beach in our Shorebird Recovery roles, with photos of Hooded Plovers and Pied Oystercatchers with flags, and dead seals and gannets.

I plan to use Twitter and Facebook more, to remind people about our activities just before they occur.

6e. **Newsletter editor report** - report by Brett shown below

The Winter newsletter came out in late July, despite a bit of a rush to get it printed due to Karen and I being in France for six weeks until the middle of the month. The Spring newsletter is due out in mid October. Any articles, photos, reports and suggestions are most welcome.

Decision - re the distribution of the BLS newsletter, it was agreed that BLS members should be encouraged to send the link to each new newsletter to anyone interested in nature conservation, and at this stage only to those SCC Councillors who have requested a copy.

6f. **Treasurer's Report**

INCOME AND EXPENSES	1st March 2016 - 29 August 2016	
Bank Balance at 1/3/2015		\$593.60
Income		
Birdlife Funding 2016	\$0.00	
Sale of Books - Enviro Day	\$94.00	
Hall Hire refund (AGM 2016)	\$90.00	\$184.00
Expenses		
Hall Hire (AGM 2016)		
Website Domain (to 2020)	\$71.76	
Meeting exps	\$36.84	
Postage	\$0.00	
Bank Fees	\$3.00	\$111.60
Bank Balance at 29/8/2016		\$666.00

6g. **Conservation Officer report** – recent issues and developments

Chris spoke about recent submissions including the Coastal Zone Management Plan, Collingwood Beach, Heritage Estate, the Jervis Bay Maritime Museum and the Larmer Avenue (Bherwerre) Wetland, and added that a submission on Council's Tree Management exhibition document was being prepared. Chris also said that the newsletter has been covering his CO reports as well.

Action 4 – Chris and Matt agreed to develop a BLS submission template to include references to legislation and research to streamline the writing of submissions.

7. **Bird Walks** - Rob presented the paper tabled in the agenda. The ideas in the papers on bird walks was given in-principle approval.

Action 5 – Mike to prepare a design for a standard bird hide. **Action 6** – Rob to develop a bird walks business case for presentation to Council and possible funders. Decision - feedback on progress should be provided at each meeting.

8. **Expanding the bird outing calendar** - Brett presented the paper tabled in the agenda. He reported that as part of the expansion to the bird outing calendar he and Karen had scheduled a BLS bird walk on Sunday 25 September at the Vincentia WTP, and on Sunday 27th November at Greenpatch, to be led by him and Karen. Expanding the bird outing calendar to include outings in the Bay and Basin area organised by Brett and Karen was approved.

After some discussion it was also agreed that the walks could be scheduled for the 4th Saturday of the month, and moved to the next day if bad weather occurred, but dates of outings did not need to be standardized but could be decided ahead of each newsletter to suit the organizers. Rob said he would not be prepared to lead bird outings, but other BLS members should be encouraged to lead the outings.

9. **Proposed bi-monthly BLS meetings and other events** - Rob presented the paper tabled in the agenda. The ideas in the papers to hold bi-monthly BLS meetings was agreed in principle. Decision – we should plan to have four talks a year, rather than the six noted in the papers.

Action 7 – Rob to proceed with plans to hold the first meeting on 5 December, subject to the availability of Phil Straw.

10. **Expanding our profile through print media** - Rob presented the paper tabled in the agenda and Yolande talked about some of her ideas for expanding our profile in the media which aligns with BLS goal 2 which is to **“Pursue the education of members and the community in birds and their conservation to assist development of their interest, understanding and participation”**.

Yolande stated that her goal to provide accessible articles to educate and inspire the general public’s interest in our local birdlife. With the written content her hope is to use some of the wonderful images that BLS members are producing.

Yolanda suggested -

- Monthly contributions to the “About” magazine focusing on birds in backyards. Each month a different species will be highlighted
- Contact South Coast Style and offer story ideas on bird watching in the Shoalhaven
- Contact the South Coast IMAG and offer information on birdwatching walks in the Shoalhaven
- Contact Charles Dove from MUD birders to share ideas, contacts etc
- Contact South Coast register, Nowra News, Milton Ulladulla Times and offer content based on special events e.g. The Great Aussie Bird Count. If time and interest allows we can also do stories around rare and endangered birds of the Shoalhaven, great family birding outings, Migratory birds, Pelagic birds, Raptors etc

It was noted that Yolande would initially be focusing on raising media awareness and doing talks on the theme of birds in backyards.

11. **General Business** - timing and frequency of committee meetings was held over to the next meeting.
Action 8 – Rob will propose the dates for 2017 meetings at the 21st November meeting.
12. **Next Meeting** - 21st November 2016 at Rob's place at 2pm.

Meeting closed at 4:06pm