

PAWA NSW

General Meeting & AGM 2007

Venue: The Basin, Ku-ring-gai Chase National Park, Sydney

Date: 22nd September 2007

Attendees: Michele Cooper, Travis Roberts, Chris Keyzer, Steve Woodhall, David Burns, Duncan Scott-Lawson, Sheen Mohekey, Tegan Burton

Apologies: Daniel Trudgeon, Robyn Kesby, Tim Lanyon, Natasha Funke, Chris Pavich, Glenn Storrie

General meeting commenced 14:00 hrs

1. **Acknowledgment of Guringai Country:** Dave Burns

2. **Chair's Report:** Dave Burns

Welcome to the first meeting of PAWA NSW. Incorporated March 2007, first member May 2007, currently 29 members. A pseudo web page is currently in operation, via Google Groups. Full web page is under development and will link to the ARF site.

3. **Vice-chair's Report:** Chris Keyzer

Thanks to the caretaker committee for keeping everything is rolling on.

4. **Treasurer's Report:** Steve Woodhall

Bank account currently has \$946. All incoming has been membership fees; all outgoing has been bank fees. The account is currently a business account, with a range of associated fees. SW will approach the bank about changing to a community group or charity account, which would then not incur any (or minimal) bank fees.

Action: SW to arrange for bank account type to be changed.

5. **Secretary's Report:** Tegan Burton

Correspondence in: 29 x member applications received and processed, 2 x copies of Thin Green Line DVD received by donation, email message from Marcelo Segalerba (ACT Brasil) for the September meeting of PAWA

Correspondence out: letter of congratulations to Minister for the Environment, Brasil

In progress: investigation of paperwork and requirements for membership of IRF.

Action: CK to prepare draft reponse to Marcelo Segalerba in Spanish.

Chair asked if all present were willing to accept those making postal votes for committee members as present for the purpose of meeting the minimum quorum requirements for an AGM. Agreed unopposed. General Meeting suspended for purpose of AGM.

Annual General Meeting commenced 14:30 hrs

I. Chair, Vice-Chair and Secretary's Reports: as per general meeting

II. Treasurer's Report: as per general meeting, plus following.

Under the constitution, a registered accountant is required to undertake an annual audit of PAWA financial records. Ideally this would be undertaken pro bono. Under the rules of incorporation, a report must be submitted to the Department of Fair Trading following the AGM.

Action: SW to organise for an accountant to audit the financial records, to be funded from the PAWA account.

Action: Members to consider whether they anyone who might be able to undertake future annual audits pro bono and pass information on to Treasurer.

III. Election of Office Bearers:

Members discussed which positions would be for 12 months from now and which would be for 2 years from now, to meet the constitutional requirements that only half the committee positions become vacant at any one time.

Two years – Chair, Treasurer, Extension Officer, 1 Committee Member

Twelve months – Vice-Chair, Secretary, 2 x Committee Members

Sheen Mohekey was designated returning officer for the purpose of current election. Chair reviewed the responsibilities of each office bearer position and returning officer called for nominations one position at a time, starting with those positions that had previously received nominations.

Chair: David Burns nominated, seconded by Travis Roberts. Elected unopposed.

Treasurer: Steve Woodhall nominated, seconded by Tegan Burton. Elected unopposed.

Extension Officer: Michele Cooper nominated, seconded by Travis Roberts. Duncan Scott-Lawson withdrew nomination. Michele elected unopposed.

Vice-Chair: Duncan Scott-Lawson nominated, seconded by Steve Woodhall. Elected unopposed.

Secretary: Tegan Burton nominated, seconded by Duncan Scott-Lawson. Chris Keyzer nominated by Steve Woodhall but declined. Tegan elected unopposed.

Under the constitution, the committee may also include up to six other full members as determined by the committee. It was agreed to have three committee members at this stage.

Committee member (2 years): Chris Keyzer nominated, seconded by Tegan Burton.
Committee members (12 months): Travis Roberts nominated, seconded by Tegan Burton.
Sheen Mohekey nominated, seconded by Michele Cooper. All elected unopposed.

Public Officer: Steve Woodhall appointed for 12 months.

IV. Next AGM: September 2008. Date and location to be confirmed three months prior to AGM (ie June 2008).

Annual General Meeting closed and General Meeting recommenced 15:00 hrs

6. General Business:

Future Direction for PAWA:

SW identified a key role for PAWA in fundraising and providing support for other protected area workers in less developed countries and suggested the group identify a particular region to focus efforts in initially. This brought about discussions on tax exemption and GST. It was identified that registering for GST will bring no benefits for the group, only additional paperwork. Tax exemption status, however, will bring many advantages, including no fees in various circumstances (including banking, ebay auctions etc), and ability to provide receipts for tax-deductible donations.

Motion by SW that PAWA does not register for GST, seconded by MC, carried.

Motion by SW that PAWA applies to the Australian Tax Office (ATO) for tax exemption and tax deductibility status, seconded by CK, carried. DB noted that a constitutional amendment is required before application can be made.

Action: SW to apply to ATO for tax exemption and tax deductibility status, is constitutional amendments successful (more on this below).

Other key messages from the discussion about directions:

- Support for others can be both funds and on-ground skills assistance
- Confirmation that PAWA is 'apolitical', 'non-industrial', and a professional body for 'Rangers' (as per IRF definition)
- General support and enthusiasm for the recruitment of members from other agencies and departments
- General support and enthusiasm for increasing overall membership and members from a range of roles, eg targeting field staff, aboriginal staff etc
- Key project area for members is the fostering of exchanges, both interstate and international. PAWA can have a role in this by through encouraging and supporting departmental arrangements for exchanges.
- Importance of developing and maintaining strong links to the International Ranger Federation (IRF).

Patron of PAWA

Tony Fleming had previously agreed to be a patron for PAWA. DB sent him an email thanking him for his assistance in becoming established and wishing him all the best for the future.

Motion by CK that Tony Fleming be approached about continuing as patron from his new role. Seconded by DB, carried.

Motion by TB that the patron is considered an honorary member of PAWA, seconded by MC, carried.

Action: CK to approach Tony Fleming about continuing as patron of PAWA.

Proposed constitutional amendments

SW provided copies of five draft constitutional amendments, two meeting the ATO requirements raised above, two providing for the inclusion of members from the ACT and Australian government, and one addressing nominations for committee roles. Each of the draft amendments were endorsed as presented by the committee.

Motion by SW that the draft amendments are put to members to vote, as per the constitution, seconded by DB, carried.

Action: TR to prepare draft amendments as separate pdf files, so they can be voted on individually and so they can't be doctored. Secretary to email to all members, with appropriate time frames noted (members given 5 weeks to vote, with a 1 week reminder).

Project Amazon

TB provided an introduction to the developing support and exchange project working with the APITIKATXI, an indigenous Ranger association in the Brazilian Amazon, in conjunction with the NGO ACT Brazil. This project arose from NSW participants at the IRF 5th World Congress (2006) approaching the Latin American delegation with a suggestion that we would like to develop some sort of support project. After consideration, the Latin American delegation nominated their newest and least resourced association and NSW began a dialogue with them, through ACT Brasil. A proposal document has been prepared which outlines each of the parties and the nature of potential support and exchange opportunities. More information is available on the PAWA Google Group, in PAWA Press and direct from TB.

Motion by DB that PAWA endorse Project Amazon as described in the proposal document, seconded by CK, carried. Note that endorsement of this particular project is supported by recognition of how it came about.

Action: TB appointed as project manager. A degree of latitude will be given to the project manager, however she must report back to the committee on progress of the project and any actions that ensue.

Discussion about the Amazon led to discussion about what other sorts of projects PAWA might become involved in or how the group will decide what directions to take. It was suggested that if a member would like to establish a project, they put a proposal to the committee, who would then consider it against some guidelines or criteria.

Motion by DB that PAWA develop guidelines against which future project proposals seeking PAWA endorsement can be assessed, seconded by TR, carried.

Action: DS-L to investigate criteria or processes used to address similar projects in other Australian states or elsewhere.

Sponsoring Rangers to IRF 6th World Congress, Bolivia 2009

The IRF 6th World Congress will be held in Bolivia in early 2009. SW raised the potential for PAWA to sponsor one or more Rangers from less-resourced countries or regions to attend.

Motion by SW that PAWA pursues support for Rangers to attend Bolivia in 2009, seconded by DB, carried.

Action: SW to contact the QRA and VRA to find out what countries or regions already receive support/sponsorship through those associations and obtain any suggestions for regions in need of support.

Motion by CK that in principle support be given for a member of APITIKATXI to be sponsored to attend, if sufficient funds are available, seconded by TR, carried.

Action: PAWA to invite suggestions from members for regions or countries where relationships exist for whom other sponsorships could be arranged. To be done through PAWA Press and PAWA Google Group.

Sponsoring a team in NavShield or similar

DS-L raised the potential of PAWA sponsoring teams in events such as NavShield, raising the profile of PAWA and providing support for members to participate in such events. Sponsorship could cover the relevant entry fee and provision of a uniform such as a t-shirt. Note CKs brother is a silk-screen printer in Sydney.

Motion by DB that in principle support be given for PAWA to sponsor teams in outdoor or endurance events held in protected areas, eg NavShield, Trailwalker, seconded by SW, carried.

Action: PAWA to invite members to put sponsorship proposals to the committee for consideration, as events arise. To be done through PAWA Press and PAWA Google Group.

PAWA logo and template design

Three entries have been received for the logo competition, as per PAWA Press #1. After some discussion, the committee agreed that further submissions should be sought or modifications made to existing submissions for reconsideration.

Motion by MC that free PAWA membership for one year be offered to the successful entrant, seconded by SW, NOT carried.

Action: MC to include an invitation for additional logo submissions in the next edition of PAWA Press, with a one month deadline. Committee to revisit issue following deadline.

International exchange policy

DS-L provided an update on DECC development of an international exchange policy, previously put somewhat on hold as a consequence of organisational restructuring. Duncan will continue to work on the development of the draft policy, as an employee of DECC.

It was agreed that as a professional body, PAWA would support the development of such policies and programs within any organisation from which members were sourced. It was also recognised that PAWA could play a role in the implementation of such programs through the provision of contacts at both interstate and international levels, through the ARF and IRF.

PAWA membership of ARF and IRF

A key element of the PAWA constitution is affiliation with the Australian Ranger Federation (ARF) and International Ranger Federation (IRF). The ARF is in a period of debate about how the organisation can best meet its objectives, with two option papers currently under consideration. While the ARF is likely to continue to exist in the future, it is also likely this will be in a different form from its current state.

The IRF previously preferred that only national organisations become direct members, with state or regional organisations being members of their national organisation. However the IRF has changed its position in recent years and a number of Australian states have become direct members as well as being affiliated through the ARF. Given the current instability of the ARF, PAWA should pursue direct membership of the IRF.

Action: PAWA to continue to participate in discussions about the future of the ARF, with participation being facilitated by the secretary and vice-chair.

Action: TB to pursue membership of IRF.

Recruitment of members

The recruitment of members is clearly a consideration for any new organisation and particularly one where potential members are widely dispersed geographically. Opportunities for recruitment were discussed, including targeting specific groups (eg field staff, indigenous people, uni students in field), and the need for an A4 flyer that could be posted in a wide variety of locations. It was also identified that the logo / template issue needed to be resolved before a flyer could be finalised.

Action: DB to forward the powerpoint presentation he used for the Southern Branch Rangers Conference to MC for some re-working and updating. TB to distribute the updated version with the minutes.

Action: All members to continue recruiting as they can.

Action: Recruitment flyer to be developed and distributed once logo is finalised.

Financial considerations

The question of the use of separate bank accounts for distinct projects was discussed. It was concluded that at this stage it would be better for PAWA to maintain a single bank account, with the treasurer to use separate ledgers or a similar process to track funds that

are associated with specific projects (such as the Amazon) as opposed to the general PAWA pool. The administration of petty cash was also discussed.

Motion by TR that committee members be able to spend and be reimbursed for up to \$100 on PAWA business, provided that two others of the elected committee agree and upon provision of associated receipts. Items greater than \$100 will require a decision by the committee prior to expenditure. Seconded by SW, carried.

7. Next General Meeting: 1st option 29/30 March 2008, 2nd option 5/6 April 2008, Nurrewin Homestead, Southern Highlands NSW.

General Meeting closed 18:00 hrs.

Tegan Burton
Secretary PAWA.

8 October 2007