



## Management Committee Meeting

27 August 2020, 10.00am – 1.00pm

**Attendees:** Kay Griffiths (Chair), Mark Mitchell (Deputy Chair), Nathan Burkepale (Treasurer), Stephanie Murphy, Christine Cheyne, Rod Heaps, Debbie Monahan (GM) and Sarah Reddish (AM)

**Apologies:** Denise Fastier

**Minutes:** Sarah Reddish

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Meeting commenced at: 10.15am

### 1. Welcome

Kay welcomed everyone to the meeting.

### 2. Register of Interests

Any changes to the Register of Interests to be sent through to Sarah for editing.

### 3. Confirm minutes from last meeting – 2 July 2020

The minutes of the previous meeting held on 2 July 2020 were confirmed by the Management Committee (MC) as a true and accurate record of the meeting.

Moved – Stephanie Murphy

Seconded – Kay Griffiths

### 4. Matters arising – update on outstanding actions if not covered in agenda items

Updated on the Action List

Nathan arrived at 10.25am

### 5. Paper – Strategy Stewardship Group (SSG)

The SSG subgroup, with representatives from the Trust and the Guardians, have drafted a Terms of Reference for the SSG. In broad terms, the Incorporated Society will remain and will be governed by the SSG, with the HB Biodiversity Strategy as the driving force behind the organisation. The Trust will continue to be responsible for growing and managing the endowment fund.

A paper proposing the new structure will be discussed with the members at the AGM in October.

### 6. HB Biodiversity Trust Board Update / GM Update

Biodiversity Hawke's Bay will receive funding from the DOC Community Fund (\$150K over two years) for the continued creation of a conservation hub in Hawke's Bay.

A key component of the hub will be the work of a Community Facilitator, which will include a Maori engagement element, and support and direction from a Kahui kaumatua mentor.

Discussion was had around a suitable database and online platform for the information collected by the community facilitator.

### 7. Events Working Group

The Events Working Group met, and their suggestion is that Biodiversity HB focus on holding two key events each year, as well as trying to get greater visibility by linking in with other groups in the community with their events.

It is suggested that the two key events be the International Day of Indigenous Biodiversity in May and the AGM with guest speaker in October.

Upcoming events that we will be involved with over the coming months so far are:

- Sustainable Backyards
- HB Airport planting day in September
- The Gap prep and planting
- Possible Little Bush event in early 2021

## **8. Financials**

### Treasurer's Report

The Treasurer gave a verbal update on the Treasurer's Report, which was then circulated via email after the meeting.

The Treasurers Report was accepted by the Management Committee via email.

Moved – Mark Mitchell                      Seconded – Stephanie Murphy

## **9. AGM Update**

AGM – 19 October, 5.30pm (refreshments from 5pm)

DOC office, Napier

Agenda items to include the SSG, Action Plan review and standard items such as previous minutes, finances, management committee elections etc

Refreshments to be organised by the committee.

Ensure there is a Zoom backup plan in case of Covid restrictions and ask members to register for the event so numbers can be tracked.

Apology: Rod

## **10. Administration Manager Update**

A local audit firm has been confirmed for both entities.

The Winter / Spring newsletter will be going out in the next week.

Met with the lead of the Environmental Group at St Columbus (already Guardians) on how we can work together more in the future.

Membership renewals continuing to roll in on a regular basis.

Rod left the meeting at 1.05pm

## **11. Biodiversity HB Project Fund Update**

Putere Lakes: The planting day at Putere Lakes with Ngati Pāhauwera in Wairoa is underway today and Kay will follow up with the group in early September.

The Gap: Connecting with mana whenua is underway and the Westshore Residents Association are keen to be involved in the weed eradication and planting

Puahanui Bush: Measurements will be taken in September

Little Bush: The final piece of the project has been completed so the project is now finished

## **12. Biodiversity Projects for Investment**

The committee discussed the project fund for this year, which includes contributions from DOC and HBRC. The committee agreed that the PASC committee members would need to approve the process and criteria and suggested the following:

- The fund is contestable
- Strong, robust process with specific criteria
- Cap application value at \$5K
- Current application forms to be reviewed

### **13. General Business**

Nathan shared the work he has been doing with Plant and Food Research around biodiversity in agricultural landscapes.

**Meeting closed:** 1.20pm

**Next meeting date:**

AGM – 19 Oct 2020