



HUNTER WILDLIFE RESCUE (NATF^{INC})

Minutes of Management Committee Meeting Sunday 10th August 2025 Meeting held at the HWR Wetlands Centre

Chairperson: Kate Randolph

Meeting commenced: 10:15am

Present: Kate Randolph, Kerry Walker, Bronwyn Shields, Christine Beer, Lisa Thomson, Garth Christian, Jodie Isaacs, Gabrielle Witter

Apologies: Rae Boyd

Acknowledgement of First Nations People: Kate Randolph

Minutes of previous committee meeting (20th July 2025):

Moved as true and correct by: Kate Randolph

Seconded by: Chriss Beer

Accepted by all.

1. General Business:

i) Update on Avian Flu:

Discussion:

Phillip Olsland Management Plan – copy to access?

NSW Wildlife Council – Bulk kits: All groups having access to PPE and handouts.

IFAW: Offering of cardboard boxes (made from corflute) – Boxes to come free of charge; Emergency management training yet to come.

Previous Discussion:

Carcass Management Guidelines distributed

Sponsorship re: PPE – Kerry still to investigate.

Kate Randolph: DPI email re Avian Influenza training in Port Stephens

Social Media Plan: Too early to discuss, and needs to be in line with other Govt departments

Social Media needed currently (in order of need):

1. Plovers & Duckling: “Don’t Steal Me”
2. Fledglings: Leave alone
3. Shearwaters

Action:

- Kate Randolph to continue feeding back to Management Committee re: outcome of Avian Preparedness Group
- Kerry Walker to look into sponsorship of PPE from Protector Safety.
- Social Media Plan: Lisa Thomson to forward to Gabi Witter the “Don’t Steal Me” info to send out ASAP; Gabi Witter to distribute “How to create a nest”.
- Kate Randolph to follow up with IFAW re corflute boxes, bulk kits from NWC, and information about Emergency Training

ii) Upper Hunter HR Issues:

Discussion:

Drafted letters to go out.

One Member (associated with HR issues) given a Barn Owl, looking to care for baby birds. Advice for this Member to “stick to agreement made and within scopes of the agreement

Action:

- Kate to talk with Judy Hopper re boundaries of agreement for this Member

iii) Cardiff High Textiles/Woodwork Opportunities:

Discussion:

Head Teacher away; previous contact by HWR has been positive at the School.

Keen to assist.

Action:

- Bronwyn to liaise with Cardiff High School re: a woodwork and textile program
- Kate Randolph to provide Bronwyn with templates.

iv) Muswellbrook Cats:

Discussion:

Event has passed. Awaiting final details from Rae.

Action:

- Rae to provide financial details re this fundraiser.

v) Lower Hunter HR Issues:

Discussion:

Kate/ Kerry attended meeting with Members in question

All parties heard and “productive”

Action:

- Meeting with Co-Ordinators and Senior Co-Ordinators to be organized (Sunday 19th October)
- Change needs to be made from “Grievance” to “Issue resolution”

vi) Net Launchers:

Discussion:

Garth currently reviewing the NPWS Firearms Policy; Kate given email contact re Policy (Ron Haering)

Policy doesn't stand alone – dovetails into Government Policy

Current Firearms Laws related to euthanasia not catching (WIRES/NPWS)

Action:

- Kate Randolph to feed back above info to HWR Member

vii) Charlestown Bird Poisoning:

Discussion:

Kate Randolph rang Karen Gallagher (EPA) – phone call to be returned next Tuesday.

EPA are aware of Cooks Hill poisoning

Action:

- Kate Randolph to follow up on phonecall with Karen Gallagher.

viii) Vet Complaint:

Action: RESOLVED.

ix) Release Cages:

Discussion

Needing grants for mobile aviaries; Water Trailer suitability?

Action:

- Chriss Beer to follow up with Dee and Carol re the measurements for the trailer

x) Review of FoodBank:

Discussion:

Prices have been reviewed/increased on Food Bank by 5%

Message to be sent out to Members re increase in prices

WhatsApp – list to be sent out of food available to Members

Teresa Purnell – now including Frozen Foods as cheaper, such as mealworms, crickets and woodies.

Action:

- Bronwyn Shields to send out message via WhatsApp for increase in prices with FoodBank.

xi) Uniforms:

Discussion:

Uniforms to be orders once a month (20th day o month) for ease of collection/ordering and keeping prices down.

Action:

- Bronwyn Shields to send out a message to Members via WhatsApp r Uniform orders being made on the 20th of each month.

xii) Education Officer Role:

Discussion:

Role of Education Officer to be sent out for Members to apply.

Action:

- Bronwyn Shields to send out Education Officer role for Members to apply.

xiii) Training Registrations:

Discussion:

PayPal or Square being used? Square and Membership application online?

Training at NWC – Use of “thinkific” platform

Action:

- Gabrielle Witter to transition training registration to be online.

Discussion:

Teresa/Dan unaware of training requirements – Dan to talk with trainers (Tina and John Mostyn)

Bulk training every three years needed; concern re cost of training

Duty of care to do training; \$1000 per person for training.

Action:

- Kate Randolph to liaise with Dan re training for snake catchers

5. Marine Sea Turtles:

Carolyn & Rob: Need MOU with HWR

6. AREC Opening/Living Smart Festival – 20th Sept

Discussion:

- Tania and Alexis to be there. Gabi to be there.
- 2 nights at Seal Rocks offered as a Fundraiser raffle, and selling socks on the day.
- AREC Opening Date is same date. Bronwyn to attend.

7. Fathers Day Socks & Donation Boxes:

Discussion:

Flat thus far, to be sent out beyond HWR Membership.

Donation Boxes – still finding all 50.

7. Business from the Floor:

1. Dates for future Meetings:

Management Committee:

Thursday 18th September 2025 at 6pm (Zoom);

Saturday 11th October at 2pm (F2F);

Saturday 15th November at 2pm (F2F);

Saturday 13th December at 10am (F2F)

General Meeting:

Saturday 27th September at 10am: Re-uniting Fledglings, data app launch

Saturday 13th December at 12pm (Xmas party follows)

Species Co-Ordination Meeting:

Sunday October 19th at 10am.

2. Humidicribs:

6 available – 2 x birds, 2 x possums, 2 x macropods. Garth to hold onto any not being used. ?One at Wetlands for anyone to use?

3. Koala Enclosure Grant Approved: Koala enclosure.

Work to commence on this at Alexis's residence.

To work with Debbie Breen and Robyn Cruzman.

Meeting Closed: 12:55pm

Next meeting:

Management Committee Meeting: Thursday 18th September at 6pm (Zoom)
 General Members Meeting: Saturday 27th September at 10am

SUMMARY OF MOTIONS: AUGUST MC MEETING 18.08.25	
	NIL MOTIONS

SUMMARY OF ACTIONS: AUGUST MC MEETING 18.08.25	
GB1.1	<u>Update on Avian Flu:</u> <ul style="list-style-type: none"> • Kate Randolph to continue feeding back to Management Committee re: outcome of Avian Preparedness Group • Kerry Walker to look into sponsorship of PPE from Protector Safety. • Social Media Plan: Lisa Thomson to forward to Gabi Witter the “Don’t Steal Me” info to send out ASAP; Gabi Witter to distribute “How to create a nest”. • Kate Randolph to follow up with IFAW re corflute boxes, bulk kits from NWC, and information about Emergency Training
GB1.2	<u>Upper Hunter HR Issues:</u> <ul style="list-style-type: none"> • Kate has drafted two letters to the three Upper Hunter carers, to be finalized • Bronwyn to draft letter for the Cessnock grievance as a response from the Committee • Kate to talk with Judy Hopper re boundaries of agreement for this Member
GB1.3	<u>Cardiff High School Textiles/Woodwork Opportunities:</u> <ul style="list-style-type: none"> • Bronwyn to liaise with Cardiff High School re: a woodwork and textile program • Kate Randolph to provide Bronwyn with templates.
GB1.4	<u>Fundraising via Muswellbrook Cats Football Club:</u> <ul style="list-style-type: none"> • Rae to provide financial details re this fundraiser.
GB1.5	<u>Lower Hunter HR Issues:</u> <ul style="list-style-type: none"> • Meeting with Co-Ordinators and Senior Co-Ordinators to be organized (Sunday 19th October) • Change needs to be made from “Grievance” to “Issue resolution”
GB1.6	<u>Net Launchers:</u> <ul style="list-style-type: none"> • Kate Randolph to feed back above info to HWR Member
GB1.7	<u>Charlestown Bird Poisoning:</u> <ul style="list-style-type: none"> • Kate Randolph to follow up on phonecall with Karen Gallagher.
GB1.9	<u>Release Cages:</u> <ul style="list-style-type: none"> • Chriss Beer to follow up with Dee and Carol re the measurements for the trailer

GB1.10	<u>Review of FoodBank:</u> <ul style="list-style-type: none"> • Bronwyn Shields to send out message via WhatsApp for increase in prices with FoodBank.
GB1.11	<u>Uniforms:</u> <ul style="list-style-type: none"> • Bronwyn Shields to send out a message to Members via WhatsApp r Uniform orders being made on the 20th of each month.
GB1.13	<u>Training Registrations:</u> <ul style="list-style-type: none"> • Gabrielle Witter to transition training registration to be online.
GB1.12	<u>Education Officer:</u> <ul style="list-style-type: none"> • Bronwyn Shields to advertise Education Officer role as a vacant position on WhatsApp/Email.
TR1	<u>Treasurer's Report:</u> <ul style="list-style-type: none"> • Dept of Fair Trading info to be handed over to Rae
HAWG5	<u>Habitat Advocacy Working Party report:</u> <ul style="list-style-type: none"> • HAWP to follow up HWR involvement in Bat Survey/Bats with the Hunter Transmission Project • HAWP to engage Senior HWR members in relation to HTP EIS when it is released.
BA6.4	<u>Venomous Snake Training:</u> <ul style="list-style-type: none"> • Kate Randolph to liaise with Dan re training for snake catchers