



HUNTER WILDLIFE RESCUE (NATF^{INC})

Minutes of Management Committee Meeting Saturday 13th December 2025 Meeting held at the HWR Wetlands Building

Chairperson: Kate Randolph

Meeting commenced: 10:10am

Present: Kate Randolph, Bronwyn Shields, Christine Beer, Lisa Thomson, Garth Christian, Jodie Isaacs, Gabrielle Witter (late), Kerry Walker (late), Rae Boyd

Apologies: Nil

Acknowledgement of First Nations People: Kate Randolph

Minutes of previous committee meeting (20th November):

Moved as true and correct by: Bronwyn Shields

Seconded by: Jodie Isaacs

Accepted by all.

1. General Business:

i) Update on Avian Flu:

Discussion:

Social Media and media campaign is now out; vets provided with protocols. Had only 1 x Shearwater come into care (was 400gms), with it not surviving.

Previous Discussion:

- Recent BirdLife Webinar
- Tiles to be shared with the Public; Socials/Blog and WhatsApp Campfire used to put out any messages
- DPI – Request more funding for PPE/Preparedness. Request for Wildlife Services to do testing. Testing offered via DPI.
- NWC – Preparedness Program ongoing; DPI – have requested HWR undergo the training for testing for avian flu, which has been rejected (limited man power, decontamination needed for other birds in care and Health/Safety issues; and no response re a debrief from Corellas).
- Biosecurity FB pages (open to Public): starting to mention Avian Flu preparedness for Shearwaters
- Phillip Osland 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.
- 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.
- Nil further action. To be removed from Agenda

ii) Venomous Snake Training:

To be carried over to next meeting.

Previous Discussion:

Dan Reardon has liaised with trainers (John & Tina Mostyn) – HWR to pay for accommodation, meals, petrol and dog boarding fees for trainers in lieu of receiving venomous snake training.

Action:

- Kate Randolph to be provided with details of costs – to liaise with the Treasurer.
- Dan to organize dates for upcoming training/who eligible to attend (via Training group).

iii) Feedback from Species Co-Ordinator Meeting:

To be carried over to next meeting.

Previous Discussion:

Most saw as a positive exercise; answers yet to be collated and reviewed. Answers to be drawn into an action plan for next year.

Action:

- Kerry Walker to collate results and provide feedback.

2. **Secretary Report:** Correspondence in and out (October/November 2025) tabled.

Moved as true and correct by: Bronwyn Shields

Seconded by: Chriss Beer

Accepted by all.

Correspondence in and out (November /December 2025) Not completed.

To be moved as true and correct once completed.

3. **Membership Report:** For November/December 2025: To be carried over to the next meeting.

4. **Treasurer's Report:** November 2025

Moved as true and correct by: Rae Boyd

Seconded by: Kate Randolph

Accepted by all.

Discussion:

- Approved grants: a) \$21,000 Koala enclosure; b) \$6,350 100 Possum boxes and dreys (Mens Shed to build)
- FoodBank expenses are high currently (\$12,500 expenses, \$1,700 reimbursement from carers)
- Discussion with Clive Maddocks re: Treasurer/Public Officer role
- 2 x Donations: a) \$5000 Donation (Port of Newcastle), b) \$2000 Donation (Fauna Spotters)

Previous Discussions:

Issues raised re: Public Officer role versus Treasurer role, access to bank accounts and payments of accounts.

Previous /Current Actions:

- Rae to organize a time to meet with the previous Treasurer re grant allocations
- Rae and Kate to return to the Bank to change access to the bank accounts
- Kerry Walker to contact Fauna Spotters re their donation (not received as of yet).

5. **Habitat Advocacy Working Party report:** December 2025. Report read by Kerry Walker

Discussion

- Elizabeth Island: Little Terns are nesting.
- Link Rd Forest: To be discussed at Council next Tuesday. Kerry to attend. Approval for Corridor.
- Lake Macquarie Environmental Surveys: Connections – Charlee Roberts?
- Hunter Transmission Project: Microbat Surveys next week (Des Marshall following up)]
- Environmental Zone (Dubbo/Mudgee zone) “in zone” – Wires leading the political fight. Approval for April, and clear land thereafter.
- Millfield Residents Action Group: “Discovered Project”. Judy Hopper is engaged in this one.
- Judy Hopper to be speaking on ABC Radio re the Flying Foxes early next week (day/time to be announced).

Action:

- Kerry to follow-up required re surveys
- Kerry to attend Council meeting next week.

6. **Fundraising/ Marketing/Website Report**

Report provided by Gabi.

Discussion:

- Koala Fundraiser: Fundraising page developed and donation form.. There has been an increase in donations to this main campaign.
- Facebook: \$599
- Application for Grants: NAB – not successful.
- Need currently for bird boxes for Kookaburras: Retirement Village at Cooranbong (Hobby Shed) make these. Small: \$10 each, large: \$20 each.

7. **Business Arising:**

1. Social Events requested:

Discussion:

Some Members have wanted more social events.

Focus of organization: Animal care vs need to provide social events

Action:

- Social events to be considered next year.

2. Working Bee for the Wetlands Building Centre:

Discussion:

Wetlands Building needing clearing out of excess goods, and removal of items not needed.

Action:

- To be carried over to the next meeting.

8. Business from the Floor:

1. HWR not activated with the Redhead Fire. Safety issues: Fire equipment not compliant (out of date)

Action:

- Kate Randolph to speak with iFAW re training in Storms and Floods & funding/grant for fire equipment

2. Significant injury of a Member from a macropod

Action:

- Kerry Walker to contact Meredith (Insurance Officer) re insurance cover?
- Insurance incident report to be completed
- Kate Randolph to remain in contact with Member.

Meeting Closed: 12pm

Next meeting:

Management Committee Meeting: Saturday 13th December at 10am
 General Members Meeting: Saturday 13th December at 12pm

SUMMARY OF MOTIONS: DECEMBER MC MEETING 13.12.25	
	NIL MOTIONS

SUMMARY OF ACTIONS: DECEMBER MC MEETING 13.12.25	
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. • Nil further action. To be removed from Agenda
GB1.2	<u>Venomous Snake Training:</u> <ul style="list-style-type: none"> • Kate Randolph to be provided with details of costs – to liaise with the Treasurer. • Dan to organize dates for upcoming training/who eligible to attend (via Training group).
GB1.3	<u>Feedback from Species Co-Ordinator Meeting:</u> <ul style="list-style-type: none"> • Kerry Walker to collate results and provide feedback.
SR2	<u>Secretary Report:</u> <ul style="list-style-type: none"> • Correspondence in and out (November /December 2025) Not completed. To be moved as

	true and correct once completed.
MR3	<u>Membership Report:</u> <ul style="list-style-type: none"> November/December 2025 Membership report not completed. To be carried over to the next meeting. To be moved as true and correct once completed.
TR4	<u>Treasurer's Report:</u> <ul style="list-style-type: none"> Rae to organize a time to meet with the previous Treasurer re grant allocations Rae and Kate to return to the Bank to change access to the bank accounts Kerry Walker to contact Fauna Spotters re their donation (not received as of yet).
HAWP	<u>Hunter Advocacy Training Report::</u> <ul style="list-style-type: none"> Kerry to follow-up required re surveys Kerry to attend Council meeting next week. Gabrielle Witter to think further of how to create individual Member training logs online.
BA7.1	<u>Social Events Requested:</u> <ul style="list-style-type: none"> Social events to be considered next year.
BA7.2	<u>Working Bee for the Wetlands Building Centre:</u> <ul style="list-style-type: none"> To be carried over to the next meeting
BfTF8.1	HWR not activated with the Redhead Fire. Safety issues: Fire equipment not compliant (out of date) <ul style="list-style-type: none"> Kate Randolph to speak with iFAW re training in Storms and Floods & funding/grant for fire equipment
BfTF8.2	Significant injury of a Member from a macropod <ul style="list-style-type: none"> Kerry Walker to contact Meredith (Insurance Officer) re insurance cover? Insurance incident report to be completed Kate Randolph to remain in contact with Member.