Dromana Foreshore Committee of Management Inc.
Minutes of Meeting held on 22nd March 2021
6.30pm

Meeting Opened: 6.30pm.

1.	**In attendance:** JA, MB, RG, JS, ER, JW, NM, LA **Invited:** Jasmine & Sarah Wordsworth (DELWP) 6.30-7pm Induction/Welcome of New Committee Members ME, WC **Observer:** Rick MPBBA **Apologies:** MT	
2.	**Conflicts of Interest –** Chairperson asked for any changes of conflict-of-interest NIL	JA
3.	**Minutes of Meeting held on:** 22nd Feb 2021 Moved: MB Seconded: NM - Carried	JA
4.	**Secretary/ Correspondence/Transfers/ Financial Statement** Correspondence/Transfers/Financial Statement Moved: MB Seconded: LA - Carried Email from local resident re: the pacific sea star, ME spoke to a local at the forum about this, LA has a contact- send Hugh's email to LA with his phone number for her to contact. Thank You to be sent to Dingo Depot for the support and discount.	MB
5.	**Matters Arising:** **Election of new office bearers, all positions declared vacant** MB nominated JA for Chair. Seconded by LA – no further nominations. MB then asked JA if she would accept. Nomination accepted. JA Unanimously declared Chair of DFCoM JA nominated LA for Vice Chair. Seconded by ER – no further nominations. JA then asked LA if she would accept. Nomination accepted. LA Unanimously declared Vice Chair of DFCoM JA nominated MB for Treasurer. Seconded by JW – no further nominations. JA then asked MB if he would accept. Nomination accepted. MB Unanimously declared Treasurer of DFCoM	
6.	**Subcommittee Reports:**	
	Caravan Park – It would be advantageous to have another member on this committee. JA and MB explained the committee's obligations and gave insights of the committee members role. MB spoke about the walk through, and it was noted that some of the sites are a bit untidy. WC: Letter to be sent about leaving things outside of the caravans and a reminder to not leave any rubbish when packing up. JW thanked all committee members for organising the walk through.	MB/JA

	Works / Bay Trail Letter from local Builder discussed. WC to respond that we have not made any untoward comments about his work and that we do not intend to do so. We have a responsibility to follow guidelines and will always advise if these have not been followed. ME requests leave in April/May – approved	
	Finance – Budget to be discussed at next finance meeting for the coming year.	MB/RG/JA
	Grants – John liaises with Andrew about any upcoming grants	JS/MB
	Latrobe Reserve / Revegetation. Nil to report	MT/LA
	Vegetation Management – As above	MT/LA
	Combined Foreshores – Nil to report – may have a walk around with Whitecliffs & Pt Leo at some stage in the future	ME
	Town Centre – Nil to report	ME
	Staff / Volunteer Liaison – Nil to report – Staff reviews due soon	MB/RG
	Dogs on Beaches – Shire Rangers do not seem to be present now. WC to ask for phone number that can be called, we can then incorporate this number on our signage along the foreshore.	JS
	All Subcommittee Reports approved Subcommittee Reports Moved: JS Seconded: RG Carried:	
7.	**<u>Other Business</u>** SW - DELWP spoke about the Induction process and our obligations. Manage, Maintain, and Improve the reserve, committee members are appointed under section 14 of the Crown Land Act and Incorporated under the Crown Land Act for a 3year term. Insurance cover for public liability (volunteers etc). Financial statements are requested at the end of every year. DFCoM are classed as a category 2 committee. Conflicts-Of-Interest must be declared and minuted. Good governance booklet will be available/sent to all new members. Grants from DELWP are available which can be applied for at: grants.vic.gov.au The online kiosk is also available for committees of management, grants will become available on the kiosk soon. SW also spoke about the amalgamation of COM's: there is no movement at this stage as it has stalled for the time being and SW also explained to the new committee members the reasons why this was originally instigated. LA spoke about the Rejuvenation: It was stated in the Marine & Coast newsletter that this was to be done in Oct (as this is the optimum time) but then was not done until Dec, this made it difficult for the DFCoM and greatly affected the Caravan Park's use of the beach over the busy xmas holiday period. Thank you to all that helped at the Public Forum held on Sat 20th March at the Sea Scouts Hall. Responses from the forum to be discussed and acted upon. JA, LA & JW to organise/update material for future display/s now,	

	while still fresh in their memory. A $50 donation was agreed to be made to the Sea Scouts. Committee members asked which sub committees they wish to join. RG to join Caravan Park Sub Committee ER to Dogs on Beaches & Veg Sub Committee JW to Latrobe Reserve & Works Sub Committee NM to Works Sub Committee Rick from MPBBA: Rick thanked the committee for Inviting him to our meeting. Rick will bring up the issue of the sea star and sea urchins at their next meeting – both have been seen around the Dromana Pier and along the Foreshore in shallow water. Still no outcome has been found regarding the Mornington Peninsula Shires Services charge. **<u>Web Site</u>** Latest minutes uploaded, and secretary days in Depot also updated LA asked for frequently asked questions to go on website, LA to send to MB **<u>Boatshed Policy/Licence agreement:</u>** DELWP's draft discussed. WC to send email to SW and request the template for the new Licence agreement. JA suggested hard copies of DFCoM licence agreement be distributed to all committee and suggestions to be heard at the April meeting. WC to send current Licence agreement to all members. The Victorian Coastal Monitoring Program - Citizen Science UAV mapping at Dromana. Drone Instruction: ER & ME attended an Instruction class to become qualified to operate a drone, this will be used to map a particular section of the Dromana Foreshore. ER spoke about how it was a great day and that she enjoyed the learning experience. Each flight will take 3 hours every 6 weeks and will continue for the next 2-4 years dependant on funding. Further training sessions will possibly be held soon. 1 before Easter and another after Easter. NM & MB are also interested in getting involved. LA donated $150 from her Book sale to go to Latrobe Reserve friends' group. Thank you Lysette. This is very much appreciated.	MB MB/RG JA/LA
8.	**Meeting Closed: 8.45 pm** **Next meeting: 26th April 6:30pm Dromana Primary School.**	