

# Community Advisory Group – Meeting #1



Date:	Tuesday 20 October 2020	Time:	4-6pm
Place:	Zoom online meeting	Meeting number:	One
Chair:	Ian Gibson	Minutes:	Martina Gassner

## Attendees:

*Members* - Rick Rutjens, Cr Darren McCubbin, Shannan Little, Harry Mitchelson, Jane Oakley, Tony Wolfe, Jessica Young, Peter Mooney, Wendy Farmer, Travis Dillow, Deb Lucas, Jenny Smith, Matt Langdon, Caleb Barlow, Susan McMillan, Julianne Peavey, Glenn Stagg, Dane Heinrich, Jack Winterbottom, Johnathan Pintus, Mary-Lou Dixon, Allan Rogers

*Star of the South* - Casper Frost Thorhauge, Erin Coldham, Naomi Campbell, Martina Gassner, Sarah Altmann

**Apologies:** None

## Minutes

#	Key discussion points and notes
1	Acknowledgement of Country and welcome
2	<p>Introductions</p> <ul style="list-style-type: none"> <li>All members and project team members introduced themselves.</li> </ul>
3	<p>Group structure and Terms of Reference</p> <ul style="list-style-type: none"> <li>The Chair is open to feedback from members about how the group structure and meetings are working – functionality and effectiveness will be monitored and reviewed as needed to ensure the group is working well.</li> <li>All members have received a draft Terms of Reference and Code of Conduct for review. Questions or comments are invited. Members will be asked to adopt the Terms of Reference at the next meeting, following any necessary amendments.</li> <li>Terms of Reference Section 7 Media to be fine-tuned for clarity with input from those who have an interest in this section.</li> <li>Query about whether conflicts of interest should be declared – taken on notice; Chair to report to next meeting.</li> </ul>
4	<p>Project overview</p> <ul style="list-style-type: none"> <li>Erin Coldham, Chief Development Officer, provided a brief overview of the project and update on status. Refer to presentation supplied.</li> </ul>
5	<p>Future meetings</p> <ul style="list-style-type: none"> <li>Members were asked to consider topics for discussion in future meetings and to email ideas to <a href="mailto:info@starofthesouth.com.au">info@starofthesouth.com.au</a>. Topics suggested in the meeting were: transmission corridor options and fishing.</li> </ul>
6	<p>Frequency and timing of meetings</p> <ul style="list-style-type: none"> <li>Agreed to meet each six to eight weeks.</li> <li>Methods to encourage communication between members outside meetings to be investigated.</li> </ul>

## Actions

#	Description	Owner
1	Fine-tune media section of Terms of Reference	Sarah
2	Consider any need for conflicts of interest declaration	Ian
3	Establish tool for communication between meetings and repository for questions/responses	Sarah
4	Members to suggest agenda topics and advise of any preferences for future meetings	All

## Next meeting

Date:	Thursday 3 December 2020
Time:	4pm-6pm
Place:	Zoom

Minutes prepared by:	Martina Gassner
Minutes approved by:	Ian Gibson