

GENERAL

Minutes of Meeting

S.A. Native Animal Rescue (SANAR) Inc

Wednesday 15th November 2023

	<p>PRESENT: (via Skype) Charlotte Faulhaber, Nuria Solsona, Aliya Piper, Marie Raoux, Jill Caruso, , Kimberley Raoux, Tracy Heritage, Jane Darling, Jean Smith, Maria Yatskova</p> <p>APOLOGIES: Dina DeRuyter</p> <p>DATE OF MEETING: Wednesday 15th November 2023</p> <p>MEETING COMMENCED: 7.05pm MEETING CLOSED: 9.37pm</p> <p>MINUTE TAKER: Charlotte Faulhaber</p> <p>MINUTES OF MEETING TO BE RATIFIED: 18th October 2023 Moved: Maria Yatskova Seconded: Tracy Heritage</p>	
	<p style="text-align: center;">BUSINESS AGENDA</p> <ol style="list-style-type: none">1. Website2. Policies and Procedures3. SANAR Tops4. SANAR Carers and Volunteers / S.A. Native Animal Rescue – SANAR5. Animal Records – Update6. Membership7. Grants & Fundraising8. Register of Environmental Organisations9. SANAR Hotline10. Printing – Business Cards, Car & Fridge Magnets, Banner, Car Stickers11. SANAR Financials12. Animal Food Supply13. Introduction Letter / Brochure to Vets14. DEW Permits15. Property Loan Out16. Confidential - redacted17. Movie Night18. Newsletter Content19. Confidential - redacted20. Confidential - redacted	
	<p style="text-align: center;">NEW BUSINESS AGENDA</p> <ol style="list-style-type: none">1) Update Committee Roles – Vote	

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BUSINESS AGENDA		
1	Website Kimberley Raoux advised that still post sponsor logos on the website, and update WIRES logo.	BA item 4 (11/01/23) Kimberley Raoux
2	Policies and Procedures No update	OB Item 3 (11/01/23) Dina DeRuyter
3	SANAR Tops Marie Raoux no updates.	OB Item 4 (11/01/23) Marie Raoux
4	SANAR Carers and Volunteers / S.A. Native Animal Rescue – SANAR Aliya Piper posted a “heat warning” update on Friday with a good response 15,000 views and posted / shared to community group pages. Jill Caruso advised will do a possum post for carers and training for Aliya Piper.	NBA Item 3 (01/02/23) Aliya Piper
5	Animal Records - Update Kimberley Raoux will review after the Spring / Summer season and complete for 2024.	NBA Item 4 (01/02/23) Kimberley Raoux
6	Membership The Membership Renewal form is a copy of the original Membership form online. Need to change to – any details changed Y/N format. Kimberley Raoux will work on this with a basic form – Name, Membership Number and any changes to details. New Members that have specified species that they have no experience in, these details are to be forwarded to Species Liaison Officers, Nuria Solsona and Jill Caruso. Birds and other general species – details to be emailed to Nuria Solsona Possums – details to be emailed to Jill Caruso Jill Caruso will contact new possum carers. Then will check their setup with them. If training is required, Jill Caruso and Dina DeRuyter will email out training notes, feed chart and any other documents to new carer. They will then organise training one on one, after this the new carer can either be contacted by the Area Educational Supervisor for mentoring. A procedure flow chart will be done for new carers.	NBA Item 5 (01/02/23) Jane Darling / Committee
7	Grants & Fundraising Tracy Heritage has not yet received a reply from the Firefighter’s Association for query on 2024 Calendars. WIRES has notified that in November they will email successful Grant recipients and then post online in December. More Grants should be opening soon, and Tracy Heritage will email Dina DeRuyter with any details. The Square Tap and Pay used for Bunnings Sausage Sizzle has a system where it will do a report and breakdown of all sales for that day.	NBA Item 6 (01/02/23) Tracy Heritage / Committee

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	Marie Raoux will email full details of Sales from Bunnings Sausage Sizzle done on 28 th October 2023 by next meeting.	
8	Register of Environmental Organisations Charlotte Faulhaber to restart application.	NBA Item 1 (01/03/23) Charlotte Faulhaber
9	SANAR Hotline Move for discussion to Committee Meeting February 2024	NBA Item 2 (01/03/23) Nuria Solsona / Tracy Heritage
10	Printing – Business Cards, Car & Fridge Magnets, Banner, Car Stickers No new orders required. Car Magnets have been received. They look fantastic.	NBA Item 3 (01/03/23) Kimberley Raoux / Aliya Piper Committee
11	SANAR Financials Maria Yatskova, Treasurer, has emailed out a Financial Report covering all details from 01/01/2023 through to 31/10/2023. Bunnings from 28/10/23 will show on the next Financial Report. Nuria Solsona queried when is our first AGM? This will be after the End of Financial Year 2024.	NBA Item 1 (29/03/23) Maria Yatskova
12	Animal Food Supply Nuria Solsona advised Newcraft has charged GST on SANAR order and will need to find out what the delivery cost will be. To order through Biolac, will need a letter from Chairperson and Treasurer to authorise an account. Chairperson and Treasurer to send an Authority letter to Biolac for an account. APPROVED. Jill Caruso will then order for Possum and other carers requiring Biolac. Charlotte Faulhaber suggested that our next order should again be a bulk order, and once we get the Animal Records complete and this Spring / Summer season is over, SANAR will have a better idea of what supplies are needed for 2024. Nuria Solsona agreed. NewCraft Food Supply Order emailed to Committee for Approval 13/11/23. APPROVED via Email Vote Tracy Heritage queried why the Animal Records are not being kept up to date? Stated that WIRES will require details from previous years. Aliya Piper advised that most carers keep their own individual records at this time of year and then submit their animal records when they can. Charlotte Faulhaber agreed and advised that she keeps all records on animals in care and then submits them once they are released or moved to another carer.	NBA item 3 (29/03/23) Kimberley Raoux / Nuria Solsona

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As there was discussion and some misunderstanding of whether SANAR would apply a subsidy on food supplies, the Secretary Charlotte Faulhaber quoted from the last Committee Meeting -

Quoted from Minutes of Meeting 20/9/23.

"Redacted".

Vote:

Propose use grant from WIRES for ordering stock through NewCraft which we sell to carers at a percentage, yet to be determined, of the wholesale price, which will then finance purchase of food items not available through NewCraft.

UNANIMOUSLY APPROVED"

Tracy Heritage stated that carers who cannot get food supplies through NewCraft should be offered a subsidy, eg for mince.

Nuria Solsona advised that she pays \$30 for mealworms and mince and other food supplies for magpies out of her own pocket and has no issue with this.

Tracy Heritage offered to collate a list of food that require reimbursement for other carers. It is not fair on carers who cannot get food covered by WIRES and NewCraft. The help offered needs to be across the board and it is unethical.

Jill Caruso suggested a list of other species that are not covered, and we can be flexible in when to start the subsidy.

Jean Smith agrees with Tracy Heritage that if food supplies not free for everyone, then need to work on a rebate/subsidy.

Nuria Solsona stated she is concerned about money flow at this point and that is why not looking into subsidising food supplies.

Jean Smith suggested a low subsidy to carers and pay wholesale price or ask them to pay full wholesale price and put money aside.

Marie Raoux agrees and suggested buying mince in bulk then sell to carers.

Tracy Heritage stated that currently \$3,300 plus GST and delivery spent on food supply through WIRES. *Redacted*.

Aliya Piper advised that any food supplies through ARC cannot be sold or made profit on from our carers as the food from them is classed as a donation and an agreement was signed between SANAR and ARC.

Jean Smith suggested work out wholesale prices of food bought through WIRES money.

Nuria Solsona advised we need to find out what other species.

Aliya Piper advised that most carers require insectivore (from NewCraft) and it is the most expensive part of mince mix.

Nuria Solsona advised that the WIRES agreement *redacted* states that you cannot charge carers.

Jean Smith suggested to charge the carers that don't benefit from the WIRES food grant to help.

Charlotte Faulhaber requested that Nuria Solsona find the WIRES Food Supply Grant agreement to see what the rules are on charging carers a subsidy.

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	Nuria Solsona to email the WIRES Food Supply Grant agreement details to Charlotte Faulhaber. Jill Caruso advised <i>redacted</i> .	
13	Introduction Letter / Brochure to Vets Move for discussion to March 2024 Committee Meeting	NBA Item 7 (29/03/23) Aliya Piper
14	DEW Permits Tracy Heritage advised that Members that currently do not have any DEW permits can use a Temporary Rescue Permit (Schedule 7?). This could be used until the Member can be mentored to apply for a Wildlife Permit for the species they have nominated. Tracy Heritage and Dina DeRuyter will organize a Permit Procedure document.	NBA Item 1 (24/05/23) Tracy Heritage
15	Property Loan Out Move for discussion to March 2024 Committee Meeting	NBA Item 2 (24/05/23) Jill Caruso / Nuria Solsona
16	Confidential - redacted	
17	Movie Night Fundraising Move to January 2024 Committee Meeting	NBA Item 1 (20/9/23) Kimberley Raoux
18.	Newsletter Content Our first SANAR Newsletter "Bushy Tails" was emailed out by Jean Smith. Great content, as always. The next Newsletter will be emailed out to Members about 10days before Xmas, suggested a story on the Yellow Footed Antechinus, something for our possum carers and any other news.	NBA Item 2 (20/09/23) Jean Smith
19.	Confidential - redacted	
20.	Confidential – redacted.	
	NEW BUSINESS AGENDA	
1.	Update Committee Roles – Vote A review of the Inaugural Meeting was done by Secretary Charlotte Faulhaber. Some Committee Members have changed their original roles listed and taken on additional roles. Below are the updated details. Nuria Solsona <ul style="list-style-type: none">- Centrelink Authority (additional role) Jill Caruso <ul style="list-style-type: none">- Centrelink Authority (additional role)- Training Officer (additional role)- Property Officer (additional role)	Charlotte Faulhaber

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	<p>Jane Darling</p> <ul style="list-style-type: none">- DHS Officer (change of title from SAPOL) <p>Dina DeRuyter</p> <ul style="list-style-type: none">- Training Officer (additional role)- Grants Officer (additional role) <p>Marie Raoux</p> <ul style="list-style-type: none">- Sales Officer (change of title name) <p>Kimberley Raoux</p> <ul style="list-style-type: none">- Administration (additional role)- Information (additional role)- Animal Records (additional role) <p style="text-align: center;"><u>UNANIMOUSLY APPROVED</u></p> <p>Current Committee Members contact list updated accordingly.</p>	
	<p>MEETING CLOSED: 9.37pm</p>	
	<p>NEXT MEETING: Wednesday 15th November 2023 at 7pm via Skype</p>	