

Permaculture Noosa  
General Committee Meeting  
**MINUTES**  
For meeting held Wed 11 October 2017

**Location:** Cooroy Library, Cooroy.

**Committee Present:** Tim Peek (president), Vic Bateman (vice president), Wendy Strathearn (treasurer), Wayne Oldham, Bill Berry, Caroline Whittle-Herbert. (6 people)

**Guests:** None

- 1) **Meeting Declared Open;** by Tim at 6.20pm with Quorum present (see above)
- 2) **Apologies** Valerie Wilson, Dan Deighton (secretary), Ian Trew
- 3) **Minutes Confirmed** from September meeting; (emailed out to committee members).

Minutes Accepted: proposed Caroline, seconded Bill

- 1) **Treasurers report Confirmed** for March finances by Bill, seconded by Vic

**5) CORRESPONDENCE;**

**Matters arising from previous minutes (Sept 2017)**

Cooroy Community Gardens

- It was decided we will not bother photographing tools etc for the CCG's
- We should have a book in the container for people to sign in with. Also a book if tools are added to the stock we already have.
- We now have the lease doc for the CCG's.
- It was mentioned that because we are an 'incorporated' group, the committee is not personally liable for any lawsuits that may arise.
- It was suggested we have a sign on the outside of the container for an ACTION PLAN if any accidents should occur including dial 000 (foreigners may not know our emergency help phone number in Aus)
- Vic has spoken to Kylie at Council re a possible visit from Council Occupational Health and Safety officer to assess any issues at the CCG's we should address. She is to get back to me about that.

**ACTION – Bill** to phone Northy St and Yandina CG's to ask them about any printed operating procedures they may use and also any insurance or liability issues they have had.

**ACTION – Wendy** to phone Garden Clubs Australia insurance broker.

- It was suggested we have a sign on the outside of the container for an ACTION PLAN if any accidents should occur including dial 000 (foreigners may not know our emergency help phone number in Aus)
- Vic has spoken to Kylie at Council re a possible visit from Council Occupational Health and Safety officer to assess any issues at the CCG's we should address. She is to get back to me about that.
- We need to ask Nick Hodgson if CCG's have a separate bank account.
- Was decided we will run all finances for CCG's through the PN bank account as....'we are CCG's....

**ACTION – Bill** to phone Nicolie (author of original CCG design) and ask for original files for the CCG plan and will print up A3 copies.

**ACTION – Wendy** to ask Nick Hodgson who it is he was dealing with at the Badminton Club as Vic has not had any replies to messages left, nor has Tim's email been responded to re keys/ toilets.

**ACTION – Bill** to add trustee Permit for CCG's to the PN website.

### Meetings

- Wayne is sending digital recordings of previous meetings to Bill to be put on the website.
- Maria Page has been invited to be our new MEET n GREET person. Maybe with Amanda's help.
- Janine /Wendy will collect the \$3 or \$5 admission fees from people attending the meetings.
- Wendy has typed up a Greetings Procedure doc detailing who does what.
- We should re-visit Maria's idea of the circular discussion groups to create more regular interaction between members.

**ACTION – Bill** to put an email reminder for people to bring something for supper.

### Audits

Wendy's "To Audit" question will be asked and voted on before the AGM starts.

### AGM

**ACTION – Tim** to ask Maria Page to chair the AGM.

- Minutes of 2016 AGM not found.

**ACTION – Tim** to ask Ian Trew for the 2016 AGM Minutes.

- We need an AGM checklist for all future AGM's.

#### **MEETING:**

- Tim has proposed he remains on committee as a 'Special Projects Officer' and applies for grants where supported by the committee.

Bill proposed we accept Tims request. Seconded by Vic

- Due to issues arising from cancelation of seed savers meeting, and then story appearing in the Noosa News about the meeting, Tim will go and attend meeting in the morning in case new people show up.
- Vic suggested that Wayne ask people to help him out for 3 month sessions only, beginning by asking for help with passing around the roving mic's at Question times.

**ACTION – Caroline** to speak to Cooroy High School tech / IT teacher to see if students would like a 'work experience' opportunity in audio visual stuff by helping Wayne out.

#### Open Gardens

We need someone to replace Wendy for organising future OPEN GARDENS.

#### AGM

This months speakers after the AGM are Susan Rodger and Jason. Jason will be postponed. If needed, Wayne and Vic will give quick talk / slideshow of the rainwater first flush systems we have installed.

#### November Meeting

Tim has asked Graeme Sait to speak at our November Meeting.

**Next Meeting Confirmed November 8<sup>th</sup> time 6.00, Cooroy Library, Cooroy.**

**Tim closed meeting at 8.55pm**