

**MINUTES**  
**PERMACULTURE NOOSA COMMITTEE MEETING**  
**WEDNESDAY 11 July 2018**

**Location:** RSL, Maple Street, Cooroy at 6.10pm  
**Present:** President Vic Bateman; Treasurer Wendy Strathearn; Secretary Lorraine Oats;  
 Committee Members: Wayne Oldham, Bill Berry, Latha Matters

**MINUTES OF PREVIOUS MEETING**

Moved/seconded as accepted (Vic/Bill)

**BUSINESS / UPDATE FROM PREVIOUS MINUTES**

<b>Laminating</b> of Entry Process and Supper Procedure done Vic to pretty up the Supper Roster book	<b>VIC</b>
<b>David Holgren's new book <i>RetroSuburbia: the downshifter's guide to a resilient future</i></b> . Noosa Library emailed Bill that several requests had been made for the book and the library would be purchasing it. (More requests might hurry the process along.)	<b>ALL</b>
<b>Asset Register</b> – Wendy and Lorraine will do this month or perish in the attempt.	<b>W &amp; L</b>
<b>Websites / Facebooks / Domain names / whatever</b> Bill provided draft, which Lorraine has inserted into the Procedures Manual until it can be further refined. Wayne offered to be a website buddy to assist Bill.	<b>BILL</b> <b>LORRAINE</b>
<b>2018 Christmas raffle</b> Latha has spoken to Sauers about their providing a hamper. Discussion about ticket cost (\$2). Latha to investigate cost to have tickets printed with prizes listed. Legal requirements: No special permit required if total ticket sales less than \$50,000; if gross proceeds more than \$10,000, auditor's certificate required; value of prize should be estimated at 20% of total ticket sales.	<b>LATHA</b>
<b>Marketing plan update</b> <ul style="list-style-type: none"> <li>Latha has arranged a flyer for CCG and will manually correct a minor error on the PN brochure. Flyers will be available at Nambour Garden Expo and some left at the Yandina Community Gardens' Blue House.</li> <li>Committee decided not to pursue idea of permaculture-promoting speakers/power-point presentations at library as no-one has spare energy.</li> <li>Articles in local school newsletters: Vic to ring schools then liaise with Bill.</li> </ul>	<b>VIC</b> <b>BILL</b>
<b>Raffle issues</b> Raffle balls purchased \$33 and used at June club night.	
<b>Seedsavers</b> Sue has approached library/s about placing seed boxes and having seedsavers meeting there, which would be great public exposure. Waiting for OK from library board. Sue keen to have seed-saving at CCG at working bees, perhaps set up in greenhouse. Latha to investigate what needs to be done to make a suitable area. If Sue can't come to club night, she will send seeds with Maria & Neil. Vic to follow up about a third back-up.	<b>LATHA</b> <b>VIC</b>
<b>Disclaimer on website</b> Lorraine provided wording and Bill working out best place to put it.	<b>BILL</b>

**CORRESPONDENCE since last meeting**

I/O	To or From	Subject	Action taken/to be taken
I	BOGI	July newsletter	Give to Bill for inclusion in library
I	NSC	Noosa's Community Connections (emailed to c'tee members 4/7/18)	PN & CCG promoted in this edition

**BUSINESS ARISING FROM CORRESPONDENCE**

Noosa Community Connections showing previous CCG working bee starting time which was changed at a CCG Leadership Group meeting on 24/6/18. **General Business item: Keeping public information up-to-date.**

TREASURER'S REPORT (attached)

June 2018 Income \$ 212.00

June 2018 Expenses \$ 441.55

**June Meeting Cash + Open Garden 23/6/18**

Memberships	\$0.00
Raffle	58.00
Door entry	69.00
Seedsavers	35.00
Open garden 23/6	50.00
<b>Total Banked</b>	<b><u>\$212.00</u></b>

<b>Cash in Bank</b>	Cheque account no 1	\$1,010.10
	Sandhurst Select Mortgage Fund	\$10,801.57
<b>Cash in floats</b> (Membership, Supper, Retail, Donations, Raffle)		\$138.00
Petty Cash		50.00
	<b>Total cash on hand 30/06/2018</b>	<b><u>\$11,999.67</u></b>

**Payments to be approved/ratified:**

08.06.18	Vic Bateman (steel bolts for CCG sign)	\$27.60
13.06.18	ASIC (Business Name registration to 28.05.2021 Permaculture Sunshine Coast)	\$82.00
14.06.18	Vic Bateman (laminating sleeves)	\$6.95
16.06.18	Cooroy Memorial Hall Assoc (May–Aug hall hire @ \$45 p/night)	\$180.00
27.06.18	Lorraine Oats (raffle marbles)	\$33.00
29.06.18	Latha Matters (2xround bales \$90 + 11 seedlings @ 2 = \$22)	\$112.00

**GENERAL BUSINESS**

No	ITEM	ACTION
1(a)	<b>Guest Speakers confirmed for future meetings: (40 mins)</b> July: Susie Chapman “The circular economy for organics” Aug: Max Lindegger – topic? Sept: Sean Morrow (frog ponds plus a general talk about how he's applied permaculture to his own property) Oct: Sarah Lees-Burton (her permaculture journey/healthy eating/herbs/food cures; teaches growing food at the Steiner school) Nov: Suggestions: Cath Manuel Soil-to-Supper, Food Connect Robert & Emma-Kate Pecan)	<b>VIC</b>
1(b)	<b>Short Speaking (max 15 mins) for future meetings</b> July: Jason Davies Aug: Wendy to suggest a short talk that would complement Max Lindegger's talk. Sept: Leonie Shanahan (not yet confirmed) Oct: Mel Hobbins Nov: Svenning Prytz (native bees) and (Latha to advise name) on European bees	<b>VIC LATHA WENDY</b>
1(c)	<b>Information required to be given to, and sought from guest speakers</b> Lorraine will seek input from Bill (media) and Wayne (audio/visual) and include all requirements into email confirming meeting details [Done – see attached]	
2	<b>Meeting structure</b> for July (rough guide subject to change) - Welcome + <i>In Case of Emergency</i> information below - Promote raffle ticket sales, send bucket on its way, and ask for donations of prizes for future raffles - Announcements (including) o Sad passing of previous supper person John. Evelyn phoned to say how much he enjoyed the experience. o Rosina Buckman's daughter Sue to say a few words on how much the PN group and permaculture meant to Rosina. o Promote idea to have a Members' Tips / favourite tool talk / something exciting that happened in the garden, or whatever - either a quick talk or email/write it out and give to Vic o Harvested yakon from CCG for sale (see Wendy). All funds from sale of produce will be ploughed (haha) back into the gardens. - Auction of unwanted treasures - Jason Davies short talk about “basic but interesting” talk on greens that they are growing at home & use in salads; Also talk about the produce from the	

	<p>Rock Cote Farm.</p> <ul style="list-style-type: none"> <li>- Interactive session of what members like/dislike about format and direction of PN</li> <li>- Latha: report on PN's participation at Nambour Garden Expo</li> <li>- Upcoming events that will require helpers to man stalls: <ul style="list-style-type: none"> <li>o Sausage Sizzle Sat 28 July outside IGA. Wendy will have roster.</li> <li>o National Student Volunteer Week – Wed 15 Aug at USC</li> <li>o Cooroy Mountain Spring Festival – Sunday 19 Aug (early start)</li> </ul> </li> <li>- Short video: Ted talk suggested by Vic</li> <li>- Latha: CCG update and promote Sunday working bees + Open Day 9 Sept</li> <li>- Guest Speaker – Susie Chapman “The circular economy for organics”</li> <li>- Raffle draw (and raffle back-up)</li> <li>- Supper</li> </ul> <p>Lorraine to provide Meeting Guide to Vic, copy to Wendy as well [emailed 17/7]</p>	
3	<p><b>Auction of unwanted goods</b></p> <p>Committee to engender enthusiasm by seeking out some of their own treasures and sending photos to Bill to list on website.</p>	<b>ALL</b>
4	<p><b>Members' tips / favourite tool / something exciting that happened in the garden</b></p> <p>Include as regular item at club nights. Have a 'Tips box' or members can present.</p>	<b>VIC/BILL to promote</b>
5	<p><b>Memorial Hall key and cupboard</b></p> <p>Paul Kluck (president) advised no keys being issued to hirers; however we can collect the key anytime during the day from Hinternoosa and return it the following day. Our cupboard can return to the hall – Vic to chase up Paul.</p>	<b>VIC</b>
6	<p><b>Nambour Garden Expo report</b></p> <p>Yandina Community Gardens selling seeds for a gold coin donation. We will do the same.</p>	
7	<p><b>Paying membership fees</b></p> <p>At present there are 4 options: pay at club nights, post chq, direct deposit at Bendigo Bank, or pay online. Bill and Wayne will investigate what is required to set up payment via the PN website.</p>	<b>BILL and WAYNE</b>
8	<p><b>Sausage Sizzle</b></p> <p>Permit obtained for 28 July outside IGA.</p> <p>Food issues: organic/ freerange/ local. Wendy organising roster and ordering food. Vic organising stainless steel rack from Cooroy Steel Metal.</p>	<b>WENDY VIC</b>
9	<p><b>Keeping posters and websites up to date</b></p> <p>Lorraine to create and maintain list of poster locations so they can be easily retrieved when updating required.</p> <p>A5 posters for PN meetings are located:</p> <ul style="list-style-type: none"> <li>• Cooran General Store notice-board</li> <li>• Pomona Community house notice-board</li> <li>• Pomona IGA notice-board</li> <li>• Cooroy Post Office notice-board</li> </ul> <p>Other places where posters may be (sometimes removed):</p> <ul style="list-style-type: none"> <li>• Pomona Ag Supplies, 21 Factory St, Pomona</li> <li>• Cooroy Produce, 2 Garnet St, Cooroy</li> <li>• Sauers Produce &amp; Garden Centre, Diamond St, Cooroy</li> <li>• Noosa Produce, 1/40 Rene St, Noosaville</li> <li>• Library noticeboards – Noosaville &amp; Cooroy</li> <li>• Eumundi noticeboard in Dick Caplick Park, Memorial Dr</li> </ul> <p>A5 posters for CCG are located:</p> <ul style="list-style-type: none"> <li>• Cooroy Post Office notice-board</li> <li>• Cooroy Harvest Fresh, corner Maple &amp; Emerald streets</li> <li>• The Bakehouse (next to Pete's Café) in Emerald St.</li> <li>• Cooroy IGA community notice-board.</li> </ul> <p>Lorraine and/or Vic to update or replace all posters with an updated version (awaiting Dan's new logo for CCG ones).</p> <p>Websites that link to our website are OK: Garden Clubs of Australia and Yandina Community Gardens, although GCA also lists meeting time and president's mobile which should be updated after any change.</p> <p>- SCEC links to facebook so is OK.</p> <p>The Cooroy App lists both CCG and PN. Changes to information should be emailed to <a href="mailto:advertising@cooroy.com.au">advertising@cooroy.com.au</a> [22/7/18 done by Lorraine]</p>	<b>VIC  LORRAINE</b>



## JUNE 2018 MONTHLY STATEMENT OF INCOME & EXPENSES

**Permaculture Noosa Inc  
Monthly Treasurers Report**

**30/6/2018**

**Revenue**

Memberships	.....	\$	-
Auction	.....	\$	-
Raffle	.....	\$	58.00
Entry	.....	\$	69.00
Seed Savers	.....	\$	35.00
Open Garden Donations	.....	\$	50.00
Community Gardens	.....	\$	-
Recipe Books	.....	\$	-
Grants	.....	\$	-
Other	.....	\$	-
Interest Earned	(Oct,Jan,Apr,Jul).....	\$	-
<b>Total Revenue</b>	.....		<b>\$ 212.00</b>

**Expenses**

Accounting Fees	.....	\$	-
Assets - equipment	.....	\$	-
Assets - Furniture	.....	\$	-
Bank Fees & interest	.....	\$	-
Donations	.....	\$	-
Hall Hire	May, June, July, & August 2018	\$	180.00
Insurance	.....	\$	-
Inventory	.....	\$	-
Seed Savers	.....	\$	-
Website Costs	.....	\$	-
Office Equipment & Stationery & Printing	Laminating Sheets	\$	6.95
Petty Cash	.....	\$	-
Australia Post PO Box fee & Postage	.....	\$	-
Gifts for Presenters	.....	\$	-
Raffle Expenses	Numbered Balls	\$	33.00
Other	.....	\$	-
Subscriptions & Fees & Affiliated M/ship	Asic Business Name Renewal	\$	82.00
	Steel Bolts for CCG Sign \$27.60 & 2 round Bales		
Community Gardens	\$90 plus 22 seedlings, \$2 each. \$112.00	\$	139.60
	.....		
	Subtotal		<b>\$ 441.55</b>

**Total Expenses**

**\$ 441.55**

**Cash in Bank**

Closing Cash Balance as per cash book	.....	\$	1,010.10
Sandhurst Select Mortgage Fund	.....	\$	10,801.57
Petty Cash	.....	\$	50.00
Membership Float	.....	\$	60.00
Retail Float	.....	\$	30.00
Seedsaver Float	.....	\$	25.00
Supper Float	.....	\$	9.00
Donations Float	.....	\$	5.00
Raffle Float	.....	\$	9.00
Undeposited Funds	.....	\$	-
<b>Total Cash on Hand</b>	.....		<b>\$ 11,999.67</b>

**GUEST SPEAKER MEETING DETAILS AND MEDIA AND AUDIO-VISUAL REQUIREMENTS**  
**(SUBJECT TO CONTINUED REFINEMENT)**

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Dear [name]

Our president Vic Bateman has advised me that you have agreed to be a guest speaker at our [month] meeting, to present a talk of approximately [minutes] minutes.

We appreciate your kind offer and are very much looking forward to your talk.

**Time/place**

Date: Thursday [date/month] 2018

Time: Meeting commences 6.30pm and the night finishes with supper at 8pm.

Place: Cooroy Memorial Hall, Maple Street, Cooroy (next to RSL)

**Media Promotion**

To enable us to best publicise your presentation to our members and the wider community, please provide the following information to our Website & Publicity manager at least one month in advance to allow him sufficient time to prepare and submit articles to meet newspaper deadlines:

- Some background information about yourself
- Information about the topic you will be presenting
- 2 or more photos, preferably of high quality.

Our Website & Publicity manager is Bill Berry:

Email: [permanews@permaculturenoosa.com.au](mailto:permanews@permaculturenoosa.com.au), Ph 0478 601 738 or (07) 5474 5192

**Audio-visual**

If your talk will be supported by a PowerPoint presentation, photos, videos, or music, etc. would you please contact our Audio-Visual Technician and send him a copy of these files a minimum of 4 days before the meeting (but preferably 1-2 weeks in advance). This is to ensure there will be no issues on the night around the integrity of data, hardware incompatibilities, or errors which could result in vital parts, or even all, of your presentation being unable to be used. There is also limited time or opportunity before the meeting starts in which to load data when pre-meeting background slideshows may also be running.

Our audio-visual technician is Wayne Oldham:

Email: [wayneoldham23@gmail.com](mailto:wayneoldham23@gmail.com), Ph 0402 699 333.

**By attending to all media and audio-visual matters well in advance, we endeavour to provide a pleasant and stress-free evening for both you and our volunteer personnel tasked with ensuring our nights run smoothly and on time.**

Vic will contact you about a week prior to confirm details. If you need further information in the meantime, Vic's contact details are:

Email: [president@permaculturenoosa.com.au](mailto:president@permaculturenoosa.com.au) Ph 0449 900 248

Sincerely

Lorraine Oats

Secretary - Permaculture Noosa Inc.

# EMERGENCY PROCEDURES

**Cooroy Community Gardens  
26 Emerald St, Cooroy**

**In an emergency DIAL 000** and follow basic first aid principles:

1. Call for help.
2. If safe to do so, remove injured person from immediate danger.
3. Check breathing and heartbeat.
4. If not breathing, commence CPR if trained.  
(100 compressions p/m; 30 compressions/2 breaths)
5. If bleeding, apply firm pressure to dressing placed over injury.  
(Protect yourself from contact with blood.)

**First Aid Kit**            located inside shipping container

**Cooroy Doctors:**    8 Emerald St    Ph 5442 6833  
                                 46 Maple St    Ph 5447 6644  
                                 7 Myall St      Ph 5472 0064

## **Nearest Hospitals with Accident & Emergency Depts**

- Nambour (25 mins): Hospital Rd, Nambour    Ph 5470 6600
- Noosa (25min): 111 Goodchap St, Noosaville    Ph 5455 9200
- Gympie (35min): 12 Henry St, Gympie      Ph 5489 8444

## **COOROY COMMUNITY GARDENS**

### **Leadership Group Report**

**June 2018**

#### **Revised Working Bee Times**

Start times for future working bees have been revised to reflect the seasons and weather:

- June – August : 9.00 am – 11.30 am
- September – November : 8.00 am – 10.30 am
- December – February : 7.00 am – 9.30 am
- March – May : 8.00 am – 10.30 am

In view of interest for mid week working bees, we are considering Wednesday mornings or afternoons.

#### **Roster**

Each week there will be a member of the Leadership Group rostered on as team leader, with the assistance of a backup member. The team leader will be responsible for opening up, greeting newcomers and establishing work for that day, and can take the opportunity to pursue and demonstrate specific interests.

#### **Seed Savers**

Sue Anderson has agreed to run a seed savers session once a month at the gardens in the propagating shed. Hope to have this set up before Open Day.

#### **Open Day**

Sunday 9 September has been set as the date for Open Day at the gardens. We will form an organising subcommittee to coordinate all ideas put forward to ensure this is a huge success. Will also plan a marketing strategy. Open Day will include a sausage sizzle and fundraising opportunities.

#### **Queensland Garden Expo**

This year, as well as promoting Permaculture Noosa at joint display with Yandina Community Garden, we will be promoting Cooroy Community Gardens. Will provide a flyer on gardens as insert for PCN pamphlet.

#### **Additional Storage on Site**

It was agreed to pursue acquisition of second storage container on site.

#### **Manures and mulches in gardens**

Guidelines were established for use of manures and mulches on site:

- Animal manures are acceptable, but where contamination is suspected (eg horse drenching), the manure will be set aside for period of time to rot down, with additional carbon material to be added – sign will be erected by this manure during quarantine so all garden workers are aware
- First or second cut mulch from tip will be not be used on site

#### **Financial**

It was agreed that we will continue to 'pay our way' as much as possible, but in short term certain expenditure is necessary.