

AGENDA
PERMACULTURE NOOSA COMMITTEE MEETING
WEDNESDAY 11 July 2018

Location: RSL, Maple Street, Cooroy at 6.00pm
Present: President Vic Bateman; Treasurer Wendy Strathearn; Secretary Lorraine Oats;
 Vice President: Tom Kendall
 Committee Members: Wayne Oldham, Bill Berry, Tim Peek, Latha Matters

MINUTES OF PREVIOUS MEETING (attached)

To be moved/seconded as accepted

BUSINESS / UPDATE FROM PREVIOUS MINUTES

Laminating of Entry Process and Supper Roster done? Supper Roster book prettied up?	VIC
David Holgren's new book <i>RetroSuburbia: the downshifter's guide to a resilient future</i> . Did everyone put in a request to Noosa Library to purchase the book?	ALL
Asset Register – Wendy and Lorraine ...	W & L
Websites / Facebooks / Domain names / whatever Bill getting information together for Procedures Manual.	BILL
2018 Christmas raffle – List of items for prizes? Suggestions so far: soil test kit, garden cart, gift vouchers, Elisabeth Feconia workshops, Overnight stay at Wendy's AirBnB, annual membership fee.	ALL
Marketing plan update <ul style="list-style-type: none"> • Latha to check that the information on flyers for both PN and CCG is current, then if Yandina Community Gardens agree, will leave some at the YCG Blue House. • Permaculture-promoting speakers/power-point presentations at library: Vic and Lorraine/Wendy to discuss possible speakers for a series promoting permaculture. <i>[may have to wait until community room at library is available later in the year]</i> • Articles in local school newsletters: Vic to ring schools then liaise with Bill. 	WENDY LORRAINE BILL LATHA
Raffle issues Raffle balls purchased \$33 and used at June club night.	
Seedsavers Sue has approached library/s about placing seed boxes. Has also enquired if seedsavers could meet there which would be great public exposure. Waiting for OK from library board. Also considering meeting at CCG on Sunday mornings. If Sue can't come to club night, she will send seeds with Maria & Neil. Is there a third backup?	VIC – any update from Sue?
Disclaimer on website	BILL

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
Total Banked	<u>\$212.00</u>

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

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	Speaker	ITEM
1	Vic	Speakers confirmed for future meetings: July: Susie Chapman Aug: Max Lindegger Sept: Oct:
2		Meeting structure for July (rough guide subject to change) <ul style="list-style-type: none"> - Emergency instruction - Announcements - Promote raffle ticket prizes and send bucket on its rounds - Ask for donations of prizes for future raffles - Elisabeth Fekonia – gardening information - Members' tips about anything (gardening/permaculture/environment) - Stall helpers required: <ul style="list-style-type: none"> o Sausage Sizzle Saturday 28 July o Cooroy Mountain Spring Festival – Sunday 19 Aug o National Student Volunteer Week – Wed 15 Aug at USC (info attached) - Short video ?? - PN working bees – any takers? - CCG update (Latha) and promote Sunday working bees - Guest Speaker - Raffle draw - Supper
3	Wendy	Auction of unwanted goods We need to kickstart this by finding our own treasurers to offer for auction.
4	Wendy	Members' tips Include as regular item at club nights. Have a 'Tips box' or members can present.
5	Lorraine	Memorial Hall key and cupboard 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 – Paul to arrange with Vic.
6	Latha	Nambour Garden Expo report

**MINUTES
PERMACULTURE NOOSA COMMITTEE MEETING
WEDNESDAY 13 June 2018**

Location: RSL, Maple Street, Cooroy at 6.15 pm
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/Latha)

BUSINESS / UPDATE FROM PREVIOUS MINUTES

Laminating of Entry Process and Supper Roster to be done Supper Roster book to be prettied up for circulating at meetings	VIC
David Holgren's new book <i>RetroSuburbia: the downshifter's guide to a resilient future</i> . Everyone please put in a request to Noosa Library to purchase the book.	ALL
Asset Register – Wendy and Lorraine will keep thinking about it.	W & L
Websites / Facebooks / Domain names / whatever Bill getting information together for Procedures Manual.	BILL
2018 Christmas raffle – List of items for prizes? Suggestions so far: soil test kit, garden cart, gift vouchers, Elisabeth Fekonia workshops, Overnight stay at Wendy's AirBnB, annual membership fee.	ALL
Marketing plan update <ul style="list-style-type: none"> • Posters in shipping container found. • Latha will check that the information on flyers for both PN and CCG is current, then if Yandina Community Gardens agree, will leave some at the YCG Blue House. • Permaculture-promoting speakers/power-point presentations at library: Vic and Lorraine/Wendy to discuss possible speakers for a series promoting permaculture. <i>[may have to wait until community room at library is available later in the year]</i> • Articles in local school newsletters: Vic to ring schools then liaise with Bill. 	VIC LORRAINE LATHA
Raffle issues Decided to purchase raffle balls to save raffle person from having to scrunch up butts	LORRAINE

CORRESPONDENCE since last meeting

I/O	To or From	Subject	Action taken/to be taken
I	NSC	Executed copy of Trustee Permit for CCG for 10/5/18–10/5/19	PDF on website
I	BOGI	June newsletter	Given to Bill for inclusion in library
I	CMHC	Email 6/6/18 – hire of Cooroy Memorial Hall – reduced rate of \$15 per hour i.e. \$45 per night.	Lorraine notified our acceptance
I	NSC	Noosa's Community Connections (emailed to c'tee members 6/6/18)	PN & CCG promoted in this edition
O	Carrum Carrum Group	Proposal for a networking group for permaculture groups in Australia.	Indicated our interest and requested updates

BUSINESS ARISING FROM CORRESPONDENCE

Cooroy Memorial Hall venue: Discussed the need for us to have our own key to the hall in case we are unable to collect a key before offices close at 5pm.
[Update: 16/06 Lorraine spoke to Paul (president of hall committee), and also emailed request for a key. Also asked about putting our metal cupboard in the hall – Paul has first to move a big cupboard into the hall and will then see how much room is left, and let us know. Should be within 2 weeks.]

TREASURER'S REPORT (attached)

May 2018 Income \$ 771.45

May 2018 Expenses \$ 137.55

May Meeting Cash

Memberships	\$0.00
Raffle	59.00
Door entry	74.30
Seedsavers	0.00
Total Banked	<u>\$133.30</u>

Cash in Bank	Cheque account no 1	\$1,206.65
	Sandhurst Select Mortgage Fund	\$10,801.57
Cash in floats (Membership, Supper, Retail, Donations, Raffle)		\$138.00
Petty Cash		50.00
	Total cash on hand 31/05/2018	<u>\$12,196.22</u>

Payments to be approved/ratified:

10.05.18	Lorraine Oats (Bendigo Bank security token)	\$20.00
10.05.18	Wendy Strathearn (itemised below)	\$84.55
18/01/18	Bunnings Plant seedlings for raffle prize for Club Night 18/1/18, attached.....	\$9.58
19/01/18	Mary Valley Timbers, sawdust for CCG (delivered CCG Sunday 21/2/18) attached.....	\$20.00
1/02/18	Mary Valley Timbers, sawdust for CCG (delivered CCG 4/2/18) attached.....	\$20.00
19/4/18	Supa IGA 'Lavazza Prontismo Classic Coffee Jar' for Club Night 19/4/18 attached.....	\$10.36
26/4/18	Supa IGA, Disposable Gloves, \$6.17, Serviettes \$4.79, American Mustard x2, \$8.30, Paper Towel \$5.35 all for Sausage Sizzle	
28/4/18.....	\$24.61 (receipt is for \$30.51 includes a personal purchase double roll paper towel of \$5.90 which has been minused).	
	Receipts Total \$84.55	
18.05.18	Petty Cash reimbursement	\$33.00

GENERAL BUSINESS

No	ITEM	ACTION
1	Speakers confirmed for future meetings: June: Gareth Duggan, Noosa Home & Energy July: Susie Chapman August: Max Lindegger Future possibilities: Food Connect, Tom & Zaia Kendall (developing Maungaraeeda), Cath Manual (Soil to Supper)	VIC
2	Meeting structure for June (rough guide subject to change) - Announcements (+ offer stall-holders a 30-sec promotion?) - Promote raffle ticket sales and ask for donations of prizes for future raffles - Auction of unwanted treasures (Wendy has not been notified of any items yet) - Elisabeth Fekonia – what to do in the garden now (narrowed down to 3 items) - Reminder: Nambour Garden Expo – 12/13/14/15 July. Anyone interested in helping to set-up/pull-down/man a shared stall with Yandina Community Gardens and to be available as "Ask Me" people to wander around the Kitchen Garden site. Last chance to volunteer. See Latha if interested. - Robyn Harrison on the reopening of the Mary Valley Country Harvest Co-op markets at Dagan Railway Station on Saturday afternoons, commencing 23 June, 3pm - Upcoming events that will require helpers to man stalls: o Sausage Sizzle Sat 28 July outside IGA o Cooroy Mountain Spring Festival – Sunday 19 Aug (early start) o National Student Volunteer Week – Wed 15 Aug at USC - Short video: The Moringa Documentary (16.5 minutes) (Wayne) - PN working bees – any takers? - CCG update and promote Sunday working bees - Guest Speaker – Gareth Duggan, Noosa Home & Energy - Raffle draw - Supper	
3	Nambour Garden Expo Latha will liaise with YCG and gather posters and flyers/brochures promoting PN and CCG	LATHA
4	Monthly raffles Provide Latha with ID letter authorising her to approach business for raffle prizes	LORRAINE

5	No Seedsavers stall at May club night Important that we ensure this doesn't happen again. Vic will contact Sue to ask that she contact Maria and Neil if she can't attend club nights and try to get a third back-up as well.	VIC
6	Events co-ordinator: Vic will ask for volunteers at club night to man a stall for Student Volunteer Week on 15 Aug at University of the Sunshine Coast (see attached) Lorraine to notify USC of our attendance.	VIC LORRAINE
7	Next Sausage Sizzle Permit obtained for 28 July outside IGA. Vic to promote at June and July club nights. Updated ideas from 1 st SS debrief attached	VIC
8	Facebook pages Caroline provided proposal to merge the PCN and CCG Facebook pages into one. Committee happy to accept Caroline's recommendations and for her to organise when she has time. [<i>Lorraine notified Caroline 16/6</i>]	
9	Key Register changes <u>Hall cupboard keys:</u> Vic has 2 and Wendy has 1. May still be 2 more. <u>Shipping container keys (4):</u> Vic has 1, Wendy 1, Wayne 1. The 4 th key will either be left with Lorraine who lives the closest, or hidden in the gardens so that a key will always be accessible if leader is delayed or unable to attend on a given day.	VIC / LORRAINE
10	Cooroy Community Gardens Monthly Report including: <ul style="list-style-type: none"> • Vic to arrange for WH&S sign from Noosa Graphica and then erect it. • Dan is currently overseas but will work on logo upon his return on 8 July • Keys – discussed hiding a key at the gardens and/or leaving one with Lorraine as she lives the closest. Decided not to purchase key code box. • Ensure mosquitoes are not breeding in frog pond – Latha to contact Sean Morrow for advice. • Latha will read through concertina file obtained from original CCG committee. • Latha gave progress report (attached) 	
13	2nd Shipping Container for CCG Discussed need for a 2 nd shipping container in addition to arranging shelving/hanging solutions in the current one. Lorraine to check with NSC about putting a 2 nd shipping container on site.	WENDY LORRAINE
14	Networking proposal for permaculture groups in Australia – b/f from May meeting Refer attached email and proposal plus follow-up information. Lorraine responded indicating our interest in seeing how the proposal might evolve. Wendy asked Maria (ex president) why we joined Permaculture Australia a few years ago: <i>What I remember is that I had sent the application and was waiting for confirmation of membership, which I think came through but I received no written confirmation. I had tried to get login details but don't remember getting anywhere. They also wanted an article about PCN which I don't think we sent.</i> <i>The reason we wanted to join had something to do with the Permafund. If we wanted to make a contribution to a permaculture project the money donated would be tax-deductable. Or if PCN wanted to apply for a grant for a project, it could be done through PA (Permafund). I don't remember the details or specifics.</i> <i>PA is also a good place to link with and post events, etc.</i> <i>I've just had a look at the site and found an article Jo Sharpe submitted about the PCN 21st birthday. But I have been unable to find whether PCN is listed.</i> <i>The membership fee is an annual one however.</i> Lorraine's comment: <i>I doubt PN will be making any donations, and grants appear focused on projects overseas, i.e. not individual community gardens.</i>	
15	Lorraine suggested we have a disclaimer on our website regarding courses and workshops offered either by PN or by external people/organisations which are listed or promoted by PN.	LORRAINE
16	Permaculture online course offer to PN Bill outlined details of an offer by Konrad Sroka and Ian Trew who have started up an entity called Permaculture Course Online Flexible & Affordable PDC Courses Online permaculturecourseonline.com . PN members would receive a \$200 discount and PN would receive \$50 for each member who signed up for a course. Bill considered it a good offer and the committee was generally in agreement; however will consider further before the next meeting.	BILL

NEXT MEETING:
MEETING CLOSE:

WEDNESDAY 11 July (5 weeks) – 6pm at RSL Cooroy
9.00 pm

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).....	\$	-
Total Revenue		\$ 212.00

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		\$ 441.55

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	\$	-
Total Cash on Hand		\$ 11,999.67

Opportunity to promote volunteering opportunity (Event Management?) at National Student Volunteer Week 15 August at USC

Lorraine has responded saying we will be there. More information to come from them.

We invite you to join us for National Student Volunteer Week (NSVW), the annual event that aims to raise awareness among students of the importance of volunteering.

USC will be hosting our annual volunteer expo and we are inviting you on to the campus to meet students from a wide variety of disciplines and to build awareness of your organisation. At the event we aim to:

- Celebrate, promote and build support for your organisation's cause
- Help you meet students from a variety of disciplines and share contact details
- Support stronger relationships between the education and non-profit sectors
- Build the next generation of volunteers to help the community
-

Event Details:

Date: Wednesday 15 August 2018

Time: 10am -3pm

Location: USC Sunshine Coast, Central Lawn

If you are interested in attending and hosting a stall at this year's event, would you please complete the following information and return it by reply email.

Exhibitor participation is free. Once we receive confirmation from you, additional briefing notes and information regarding logistics and events details will be provided.

Organisation:

Contact (attending):

Phone Number:

Email:

Please indicate if you require the following:

- Table
- Chairs (and number requested)
- USC Gazebo (3m x 3m)
- Bringing your own Gazebo (Maximum 3m x 3m)
- Other (please specify)

We look forward to hearing from you.

Kind Regards

Emma White

Student Career Leader

Career Development Team

University of the Sunshine Coast

Tel: +61 7 5430 2890 | Fax: + 617 5430 2882 | Email: studentcentral@usc.edu.au | Web: www.usc.edu.au

CRICOS Provider Number 01595D

Sausage Sizzle Debrief

Continue to serve organic bread and organic sausages – look at using local butcher but then need to advertise as organic, but NOT organically certified

May consider a loaf or 2 of gluten-free bread

Continue to sell Wimmers soft drinks in glass bottles; after leftover water has been sold, discontinue sale of water in bottles (or sell water to badminton hall)

Use paper towel instead of serviettes

Need 3 people at front for following roles –

- Take orders and assemble sausage and bread
- Handle money and encourage sale of drinks
- Talk to people about Cooroy Community Garden and Permaculture Noosa

Make up metal holder to store prepared sausage and bread while customers serving sauce or writing down contact details

Include bacon for sale? (if so, should this be nitrite free?)

No vegan sausages and no white bread

Plastic container with lid to store prepared slices of bread and paper towel

Bring blackboard and chalk or whiteboard and marker to write up prices

Bring bricks to level BBQ

Bring extra gas bottle

Bring dustpan and broom

Have signs made up in advance, and flyers for distribution

Extra table?