



28th November 2021 - 7pm

## FVCG Executive committee meeting 8

**Meeting location:** Dennis & Toni's house, Cunjurong Point

**Meeting times:** 1115 to

**Meeting run time:**

**Meeting coordinator/s:** Jimmy Woodriff & Dennis Buttigieg

**Primary contact:** Jimmy Woodriff - [REDACTED]

**Recordkeeper:** Jimmy

**Attendance:** Courtney, Dennis, Pat, Karen, Toni and Jimmy

**Apologies:** Lachie



### **Meeting acknowledgements**

- This meeting takes place on Yuin country.
- The meeting commenced at 1115 am at Dennis and Toni's house in Cunjurong Point NSW
- Welcome to Courtney Nash who is joining us as an executive committee member.
  - Courtney to make introduction to group
  - Formal request to be accepted as Executive committee member voted: Yes
  - Result of vote: Unanimous acceptance
  - Accepted by President: Yes
- COVID restrictions have now eased and we can start thinking about events again! Yay!

### Acknowledgements - Executive meeting 8

- Any acknowledgements?

Noteworthy correspondence in/out since last meeting (non-exec meeting) on 21st of September 2021

Received by fivevillagesgarden@gmail.com

What	Responded? By who?	Further action
11th November Email from Eric Bateman, Insurance Officer, Garden Clubs of Australia	Dennis	Discuss membership and inform executive committee of membership benefits in meeting 8 - 28/11/21  Dennis gave the committee a run down of this communication.
29th November Update notes to Robyn for RHVA meeting	Jimmy	Sent apologies for non attendance for FVCG (because we had nothing major to report) and a brief statement/update. No action required.
Letter to Council - Expression of interest for RFS site	Dennis	Nothing back yet? Dennis to send email to send letter.

Correspondence acknowledged: Karen

Seconded: Pat

## Treasurer's report - Money in/out since last meeting 22nd June 2021

Account opening balance on 28th November 2021 - \$1,483.50

### Treasurer announcements:

- Expenses for engraving the brass plaque for Gary at the RFS garden will be incurred this month (maybe <\$150)
- Yulunga Reserve Committee are offering \$500 to pay for council land use fees when we build the garden there.

### FVCG bank account transaction & balance report - From 21st September 2021 to 28th November 2021

Money in / out reason	Amount	Account balance
Opening balance 21 SEPT 2021	\$1516.80	\$1515.98
Expense: Certificate printing and postage Reimbursed to Jimmy/Green Island Creative	\$33.30	\$1483.48
Income: Interest	\$0.02	\$1483.50
	<b>Account balance on 28/11/21</b>	\$1483.50

### Treasurer motions for expenditure & financial management:

What	Amount	Motion passed ?
Plaque engraving for RFS garden TBC	Up to \$150	Yes

Financial report accepted by: Dennis

Seconded by: Karen

**FIVE VILLAGES**  
Community Garden

Acknowledgement and summary of meeting minutes from last meeting 27/7/21 and 21/9/21

What	By who	Status update
Any matters arising from last meetings minutes	All	Nothing except that we are waiting for the grant application.
<p><b>Meeting held 21/9/21</b> to discuss and plan grant application for Yulunga Reserve garden (Site 1A) raised a list of actions relating directly to compiling a grant application.</p> <p>Grant application was successfully composed and lodged on 5th October 2021.</p>	All	Lodged, awaiting assessment in December. No specific dates for result are given.
<b>Summary from last exec. Meeting 27/7/21</b>		
<p>Info about fire-resistant gardening [REDACTED]</p> <p>[REDACTED]</p>	Dennis	<p>Dennis to update in meeting.</p> <p>[REDACTED]</p> <p>[REDACTED]</p>

Minutes for last meeting accepted by: Pat

Seconded by: Courtney

## Meeting minutes for Executive meeting 8 - 28/11/21

Item / topic / motion	Tabled by	Motion passed?	Result of vote & Action items
[REDACTED]	Chair	N/A	[REDACTED]
RFS build completion - Signage	Chair	N/A	Jimmy to take notes and discuss with Garry Powell this week and get sign engraved. 300X1000mm sign.
RFS build completion - Unveiling event?	Chair	N/A	Should we have an unveiling event for the garden? <b>Don't do an event, reveal on an RFS training day.</b>
<b>Site 1A Yulunga</b> - Grant application	Chair	N/A	Application lodged successfully 5/10/21 Awaiting assessment and result in early-mid December
General promotion of FVCG We missed the opportunity to link up with the RFS letterbox drop. Do we want to do another one soon to drive membership?	Chair	N/A	Wait until grant result comes through, tailor a campaign around community engagement according to result.
Garden membership to be discussed	Chair	N/A	Discussed in meeting

Any other items to discuss?	All		
Courtney introduced herself to the group	All	N/A	<ul style="list-style-type: none"> <li>- Courtney went through her background in gardening, permaculture and growing food.</li> <li>- Seed saving is a priority</li> <li>- Courtney mentioned 'Farm it forward' which is a land sharing initiative based in the Blue Mountains. We could do this here?</li> <li>- Ideas around helping people to set up garden spaces in houses in the area is a priority.</li> </ul>

## Discussion items for Meeting 8 - 28/11/21

- **FVCG Memberships**

- We need to set up a formal membership database and assign someone the role of memberships coordinator
- Callala Bay garden membership example:
  - They have a printable form (We should make a digital version with locked signing) which comes with the constitution and a policies and procedures document.
  - They charge a \$5 joining fee (which Jimmy completely disagrees with on the grounds of people shouldn't be penalised for enthusiasm and noone is getting paid to coordinate the applications)
  - They charge \$30 for family and \$20 for individual annual membership with concession options at \$16 for a family and \$12 for individuals.
- They offer transport to and from the garden events for members who need it. This is nice.
- **Discussion around memberships:**

- Previously we discussed a membership fee of \$20/y per member with a concession at \$10 available. More recent discussions are around it being nominal for the first year, around \$5 until we have a garden. **What does everyone think the membership fee structure should be?**
    - Does anyone have experience managing memberships?
    - Do we need some sort of online membership managing solution such as Mail chimp to manage the database?
    - Note: To get insurance through Garden Clubs of Australia we need to have evidence of formal membership as the fees are dependent on the amount of members we have.
- Regarding grant application if successful:
  - We will hold a meeting before any public announcements if successful to make sure everything is aligned for extra attention.
- Courtney introduced the idea of landsharing arrangements similar to [farm it forward](#)
  - This could be a great way to formalise communication with the community about using vacant land space for food production for the community.
- Courtney also brought up the idea of FVCG backing people in the community who are in rental houses, in a similar way to the above, we could technical assistance to people in rental homes wanting to build gardens.
- **On membership fees:**
  - We don't have anything to offer yet so a basic fee to encourage people to join in the first 12 months
  - A nominal fee would be a good way to work out who is serious about joining
  - Forms and sign ups:
    - Digital forms with an option for paper form
  - We will push for memberships following the result of our grant application
    - We will not push for memberships until January
    - When people sign up we can offer a small booklet of our ideas and a little token of membership
  - Lifetime founding membership fee should be \$5 per person or \$10 per family if sign before July 2022
- **On fire preparations for peoples gardens**
  - Working on gardens for elderly or frail people who can't prepare their gardens for fire and don't have the cash to do it.
  - Pat to prepare basic outline of what we do, how to get access to it and we can check insurance etc then run a pilot

- New initiatives for FVCG - Landshare / garden mentoring and fire-prep for infirm and limited in ability (who can't afford paid help).

## Meeting acknowledgements closing

- Meeting concluded: 1240
- Next meeting to be held with beers and sausage (some vegan sausages) 19th December midday