



FVCG Executive Committee Meeting 12 - 12/04/22

Minutes

**Standing Agenda Items:**

**Acknowledgement to country:** Dennis

**Attendance:** Lynley, Dennis, Pat, Karin, Toni

**Apologies:** Nil

**Meeting commencement time:** 1915

**Meeting Venue:** Toni & Dennis' place

**Chairperson:** Dennis Buttigieg

**Minute taker:** Karin Mayer

**Minutes for last meeting:** Approved as amended - accepted by: Pat    **Seconded by:** Lynley

**Action/Decisions from previous minutes 17/3/22**

<b>Action</b>	<b>By Whom</b>	<b>Outcome</b>
Signatories – bank	Dennis, Lynley & Jimmy	Completed

RFS build completion - Signage.	Jimmy	<p>Black dura plastic signage on the way from Nowra sports and trophies.</p> <p>Dennis spoke with Gary reports he is still waiting for the final artwork from Jimmy</p>
Membership update incl. online form & launch date for membership	Lynley & Toni	<p>Pensioners club unaware of the garden group, decision was made for a committee member to attend to explain what the FVCG is.</p> <p>Need new dates for garden group and take paper membership forms along. Possibly Toni attend in her role.</p>
<p>Manyana FVCG google account is currently under Jimmy's personal account it needs to be transferred into a FVCG drive</p> <p>Setting up templates for design etc so all can access</p>	<p>Jimmy</p> <p>Jimmy</p>	<p>Completed</p> <p>Completed</p>
Instagram – page set up	Toni	Completed
Online security – website and google account same password – need to change website.	?Toni or Jimmy	Completed

If we go to DA we need lots of plans, -? Ray K&P to approach him.	Karin & Pat	Completed, Ray is happy to help.
Community engagement/consultation: needing concepts for consultation etc.	All	Agenda item
Yulunga WHS induction - FVCG requirements post SCC training.	Dennis	Anyone who has attended a SCC induction course can induct other people.  Completed
Response to grant agreement	Jimmy & Dennis	Agenda item

**Treasurer's Report:**

17 membership applications – 25 members

All membership forms uploaded onto google drive

**New Agenda Items:**

Jimmy & Dennis to receive debt card – Dennis to f/up with bank

**Structure ideas:** Ongoing

**Grant Agreement - Dennis**

Clause any assets we purchase over 5K not highlighted in the budget need to get approval.

Agreement signed by Dennis

- 1 amendment to agreement last 2 payments divided in 2
- Once design is completed, approval to build and put out for tender. Quotes needed by 30/6 as must commence construction by 12/7/22
- 1<sup>st</sup> report due by Aug.

Design - Pat has completed a design model which he brought to the meeting, has x 2 more ideas. Everyone at the meeting was very happy with the design and awaits to see the others.

No feedback provided on our Facebook page yet re outcome from community workshop regarding designs or decisions made.

Council doing a review of environmental factors

Council designing draft lease negotiation

Lynley speaking to gardening group re council lease of land and if it affects our insurance with them.

### **Informal Agenda Items:**

Toni – Instagram followers – 40, post on instagram last weekend about verge garden.

Facebook group nil report

Mailchimp – Toni setting up processes that will be more automated for members who have ticked they want updates emailed.

Dennis reported he wasn't sure where we were up to with Belinda who requested some volunteer work at her property as Jimmy has been corresponding with her.

Pat bought up the idea of a T-Shirt for events, i.e., navy with green logo on pocket and back. Toni will talk to her friend.

RFS garden woodwork requiring more linseed oil – Dennis attending to it.

**Meeting closed:** 8.09pm