



Executive meeting 5 - 22nd June 2021 - 5pm

Meeting location: Dennis & Toni's house - Address omitted

Meeting times: 1715 to 1935

Meeting run time: 2:20

Meeting coordinator/s: Jimmy Woodriff & Dennis Butigieg

Primary contact: Jimmy Woodriff - jimmy@jimmywoodriff.com

Record keeper: Jimmy & Dennis

Meeting acknowledgments

- This meeting takes place on Yuin country.
- Meeting commenced at 1715pm on Tuesday June 22nd
- Apologies: Pat Byrne
- In attendance: Dennis Buttigieg, Brianna Harris, Lachie Rombauts Sheree Cole, Karin Mayer, Toni Johnson & Jimmy Woodriff

FIVE VILLAGES
Community Garden

Acknowledgements - Executive meeting 5 - 22/6/21

- June has been a busy month with many of us away from the area and flat out with work.
- Thanks to Lachie and Dennis who have now finished the seating at the RFS build.
- RHVA cheque for \$750 donation received
- Offer of donation towards Yulunga playground build via Cr Kaye Gartner, Greens - Dennis and Jimmy are in touch with her.
- We have insurance bought and paid for until 11/6/22
- We have a bank account on the way with Bendigo Bank - paperwork signed last week on Thursday.

Correspondence in/out since last meeting 28th May 2021

What	Responded? By who?	Further action
Emails to / from Elders insurance in Ulladulla to organise insurance 3/6/21	Jimmy responded	None required
Email from [REDACTED] checking in on FVCG progress	Jimmy responded	None required Maybe friendly check in next month.
Email from Robyn Ralph to let us know that Kim Walsh may have surplus markets funding to offer FVCG later in the year.	Jimmy responded by email, spoken in person too with Robyn. No direct contact with Kim.	Maybe get in touch with Kim? Anyone in her circle?
Email from Peppa Pride regarding YATES gardening grants 3rd & 15th of June	Grants were product focused with YATES and apps closed on 18th June. Brand affiliation deemed unsuitable.	Peppa to be consulted regarding Yulunga cycle track build.
Emails with Kaye Gartner from SCCouncil - 16th & 17th June from Dennis and I	Plans sent and relationship established in person then via email.	Check in email to be sent Wednesday 24th by Jimmy

Correspondence acknowledged: Sheree

Seconded: Lachie

Treasurer's report - Money in/out since last meeting 28th May 2021

Account opening balance on 29th May 2021 - \$0

Treasurer announcements:

- Bank account paperwork submitted in person by Dennis and Jimmy who will be co-signatories for the FVCG account
 - Waiting for response from Bendigo Bank's accounts team - ETA this week

FVCG bank account transaction & balance report - From start of FVCG to 22nd June 2021 (bank account not yet open)

Money in / out reason	Amount	Account balance
Donation from RHVA	\$750	\$750
	Account balance on 22/6/21	\$750

Treasurer motions for expenditure & financial management:

What	Amount	Motion passed ?
Reimburse Green Island Creative / Jimmy for: set up costs for Inc. registration, domain and insurance fees.	\$733.24	Majority vote: Yes Seconded by: Brianna Motion passed

Financial report accepted by: Jimmy

Seconded by: Sheree

Meeting minutes for Executive meeting 5 - 22/6/21

Item / topic / motion	Tabled by	Motion passed?	Result of vote & Action items
FVCG Admin - Google Drive	Chair	N/A	All access is OK for executive committee
FVCG Admin - Ongoing timber supply for builds	Chair	N/A	Lachie hasn't spoken to [REDACTED] since the last lot of wood came through - We would need to make sure we send him a specific list. Tony from worldwide timbers in Albion Park is keen to help. Lachie has a contact. All agreed contact will be made when we actually need more timber for a defined project goal.
FVCG Admin - Volunteer roles to be filled	Chair	N/A	There are still a number of roles to be filled: - Membership & fundraising legend - Promotions & outreach legend
FVCG Admin - Website & official email address	Chair	TBC	- Currently all emails are through personal accounts of Jimmy and Dennis - Should we have a Gmail account? - Do we need a website? All agreed a Gmail is fine and a cheap website option like WIX would be best. Jimmy to advise costs at next meeting and organise email.
FVCG Admin - Mission, vision & basic info	Chair	TBC	- We need to develop a basic mission statement, vision statement and some nice, graphic-led info to be used when meeting and communicating with potential donors

			<p>and partners in the community - All agreed: Sheree to develop a basic starting point for mission and vision. Dennis to edit. By next Executive meeting. Key terms:</p> <ul style="list-style-type: none"> - Regenerating land - Cultural alliance - Community resilience
<p>RFS build - Thank you's - Is there anyone we need to thank? - If yes, how should we do it? Cards? Calls?</p>	Chair	TBC	<p>- Jimmy suggests doing it for all at event to encourage attendance and give people crowd acknowledgement - Still necessary - or - do it after launch? All agreed that certificates for people who contributed and photo op for them at the event - Do it at the event for the RFS build launch - Big opportunity to show the community how grateful we are publicly.</p> <p>Interim action to them with an invitation to the launch event.</p>
<p>RFS build - Finishing build - Aim to be completed by Lachie/Dennis/Pat and whoever else can help by End of June.</p>	Chair	N/A	<p>- Work done on Friday 18th - More work planned on Thursday 24th - Should be close to finished then. As fallback if the second arbor doesn't get done all good.</p>
<p>RFS build - Plums - Is it possible to have them by 10th July? - Are they paid for?</p>	Chair	N/A	<p>- On hand and paid for - Need to be in the ground on the 10th - Plums will be ok in shady spot</p>

RFS build - Signage - How many signs? How big? Placed where?	Chair	N/A	- Executive meeting to discuss - Garry from opposite RFS shed to be contacted ASAP We need to cover the 'ugly post' with one big tall sign. Jimmy to discuss with Garry Powell and see if one tall sign on the post will be possible by 10/7.
RFS build - Tidy up & remulching	Chair	N/A	- Garden holding water VERY well mulch is getting eaten and there's been a few casualties such as Brachyscome. General tidy and re-mulch for event? Doing this while we are there and just before the event on the 10th with worm towers Try and get to dump a leafy native mulch from Jean
Site 1A Yulunga - General discussion around build, concept plan and timing. - Concept plan document tabled for discussion	Chair	N/A	Discussion points on next page.

Site 1A - Yulunga Reserve - Cycle track area build discussion:

- Jimmy to tabled plan document ([linked here](#)) and update Executive Committee on what's been discussed so far with RHVA and Yulunga Reserve Committee
- Next build after RFS build completion is earmarked for several unused areas within the Yulunga Reserve cycle track area (see plan for areas discussed)
 - Areas offered are too small - Building within playground is limiting but there is much more space suitable for community garden implementation within the cycle track - need to discuss with Yulunga Reserve team again.
 - We must remain focused on the larger vision for a more conventional community garden (vegetable beds, produce for members etc) at Yulunga. This was always the vision and we need to make sure we don't get caught up in smaller projects offered.

- Build in general -
 - What do we want to achieve with the kids playground build project?
 - Food education
 - Child-friendly build
 - Easy to replant if kids get curious and mess it up a bit, this is part of the education it offers
 - Educational info panels / art
 - Bush tucker / native food plants
 - Do we want to pursue this project as our next build? Are there any big issues with it?
 - The community expectation around the community garden concept needs to be kept in mind.
 - The small areas discussed for the gardens can be worked with but don't cater to larger, community engagement workshops and working bees
 - The project would be a great statement to the community to tell them FVCG are trying to encourage resilient, food educated kids in our community. It would show the parents, staff and connected community to the preschool that we're looking at opportunities to serve the community, not just garden.
 - **Engagement with Indigenous local families and culturally relevant plant species in design:**
 - Concern around the small (3X1m) being too small to make the most of time and knowledge input from Indigenous community members. It may send a negative message of a garden that is a weak or diluted statement of solidarity between Indigenous and non-Indigenous community members. It may also potentially offend a Yuin representative who we would assume is paid to consult our project and offer knowledge/advice.
 - At this stage it would be best to save the Indigenous food and story garden concept for a larger more impactful space with more budget behind it for signage, events and appropriate, paid Indigenous consultancy.
 - **North West corner of Yulunga Reserve along playground boundary**
 - It is understood this area is already earmarked for Council to plant trees.
 - It is a prime spot for food producing, fire-resistant species such as citrus
 - Could we contact Council to change species to be planted? Jimmy to chase this with Robyn and Graeme ASAP

General discussion:

- **RFS Build finalisation discussion and opening event on 10th of July:**
 - Have something for people to do on the day of the event like mulching - We will organise a fun and easy activity for people
 - Plums will be good in that spot
- **Organise a composting, organic gardening workshops with Shoalhaven Council**
 - Shoalhaven Council organised these, Karin went to some and they were great. Contact them to try and find out how to make some workshops happen for our community.
- **FVCG Memberships need to be organised -**
 - Membership fees paid go to a tube stock plant chosen by member from a list of a few species as well as to the FVCG costs
 - The fee should be \$10 for pensioners / \$20 for adults
 - We need a member to me in charge of this
- **Yulunga Reserve Committee wants a representative member for the FVCG**
 - Sheree and Jimmy to represent according to availability and Jimmy will let Robyn know
- **Yulunga generally -**
 - Composting bays are a very big focus for us.
- **Facebook -**
 - Brianna to start posting plant profiles weekly
 - Fortnightly updates on garden activities
 - Dennis to start monthly Presidential report
- **North Bendalong potential site offer**
 - Regarding potential North Bendalong site
 - Some comments have been made regarding social disconnection between the crew in North Bendalong.
 - This is a design consideration to make sure social pathways are created if there is a
 - Would be a cool site for orchardy guild system

- **Community liaison manager role**
 - Chat to Sue about community liaison role - Dennis to make contact

Action items from Executive Committee meeting 5 -

Action	Who by?	By when?	Notes / details
Set up FVCG Gmail email address	Jimmy	Next meeting	If fivevillagesgarden@gmail.com is available get it
Website costs analysed and discussed	Jimmy	Next meeting	www.fivevillagesgarden.org.au preferred URL
FVCG Mission, vision and general info statement drafted - Dennis to edit	Sheree & Dennis	Next meeting	Draft for discussion at next meeting - Committee reviews first then wider group input gathered
Signage for RFS fire resistant garden build	Jimmy	ASAP by 4/7	Jimmy to discuss sign on tall post with Gary Powell and RFS crew to make sure it's feasible - ASAP
Leafy mulch for RFS garden mulch replenishment	Jimmy	ASAP by 4/7	Jimmy to hit Jean up for load of chipper mulch
Community liaison role	Dennis	Next meeting	Dennis to contact Sue about role if she wants it
Playground garden area and South Western corner of Yulunga Reserve planting	Jimmy	ASAP	Jimmy to organise a meeting with Robyn Ralph & Co to discuss using as much area as possible with the playground and what she knows about the planting out of the South West corner.
Weekly plant profile posts on Facebook	Brianna & Jimmy	ASAP	Jimmy to make Brianna co-Admin of FVCG Facebook page so she can post weekly local plant profiles
Monthly Presidents report on Facebook (for now)	Dennis	Next month	Dennis to start posting monthly FVCG Pres. report

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Meeting acknowledgments closing

- Meeting concluded 19:38 pm
- Next meeting to be held Tuesday 5th of July at 4pm - project WIP - RFS Station
- Next Executive meeting Tuesday 20th of July at 5pm - Jimmy house