

Canberra City Farm – Committee meeting minutes - 5.00 pm, Tuesday 31 May 2022

Venue	Zoom video conference	
Date and Time	5.00 pm, Tuesday 31 May 2022	
Present	John Peters (Chair), Caroline le Couteur, Keith Colls, John Mills, Christine Vincent, Rob Walls, Stefanie Lekkas, David Hakaraia	
Apologies		
Agenda items	1.	Conflict of Interest disclosure
	2.	Approve or vary previous Minutes
	3.	Matters approved out of session - Nil
	4.	Action items (Attachment B)
	5.	Treasurer's report
	6.	Membership report
	7.	Newsletter
	8.	Governance
	9.	Feedback from the Education Subcommittee
	10.	Feedback from the Agreements Subcommittee
	11.	Feedback from Communications Subcommittee (Keith)
	12.	Feedback from Site Management Subcommittee (John)
	13.	Propagation team update
	14.	Preserving Team Update
	15.	Food Sustainability Subcommittee
	16.	Other Business

1. Conflicts of interests

- No conflicts of interests were declared.

2. Previous minutes

- The April 2022 Minutes were approved by all.

3. Matters approved outside the meeting

Nil

4. Action items

- Changes to the status of the action items are documented in Attachment A.

5. Treasurer's report

The Treasurer's Report was prepared by Peter Moorehouse and presented by David Hakaraia as acting Treasurer.

- The financial situation is still in a sound state (see Treasurer's report)

- The report was accepted by all

6. **Membership report**

- The Membership report was tabled by Christine and was accepted by all.
- Total 203
- An email will be sent to current members in July (via Mail Chimp) reminding them that membership renewals are now due for the 2022/23. This will also be highlighted in the July Newsletter. As a separate email those who have recently been members but did not renew in the current year will also be sent a reminder. Renewing members will be thanked via a bulk email one a month.

The Committee approved all new memberships received since the previous Committee meeting.

7. **Newsletter**

- Input for the June 2022 newsletter needs to be with Stef by 9am Thursday 9 June. It will be issued on 12 June.

8. **Governance issues**

- This will no longer be a regular item in the agenda. It will only be added as required.

9. **Education Subcommittee**

- The Committee agreed to put the local partner food system Google map on the CCF website and invite other suggestions from website visitors.
- The Committee approved the draft Guidelines for Conducting CCF Education Activities. The draft will be amended to clarify that for school visits the burden of looking after the students falls to the teachers, not the CCF volunteers.
- The Committee approved the addition of the self guided audio tours to the CCF website. Links to the scripts will be sent to the committee and feedback is welcome.

10. **Agreements Subcommittee**

The Agreements Subcommittee Report was tabled by John.

- Still awaiting a response from ACT Parks and Conservation as to whether or not for-profits are acceptable on site. Because of the lack of response from ACT Parks and Conservation, John will advise Georgina that it would be advisable for her to go ahead and arrange sale of the kitchen.
- Review of all the agreements: John is looking at the role of enterprises at the farm and will be seeking feedback later. Dept of Broccoli have advised they are closing down and Global Worming is reconfiguring its operation to be much more educationally focussed.

11. **Communication Subcommittee**

- The Communication Subcommittee Report was tabled by Keith.
- The planning for the Winter Solstice Event is continuing and a budget was presented for approval by the Committee for the purchase of supplies which works out at about \$5.00 per head. Up to \$400.00 was approved for the event.
- Approval was given to take down the 2020 Floriade page and the paragraph about the Survey.

12. Site Management Subcommittee

- The Site Management Subcommittee Report was tabled by John and approved.
- The polytunnel will be prepared for use by the propagation team over a couple of working bees.

13. Propagation Team

- The propagation report was tabled by Christine on their behalf
- The issue of how to publicise the availability of seedlings for plot holders from the propagation team was discussed. There was no resolution of this matter at this stage but it will be discussed at a later stage but could use the plot holders mailchimp list.

14. Preserving Team

The grape jelly hasn't set properly.

15. Food Sustainability Subcommittee

- The food sustainability subcommittee report was tabled. There were no issues which required a committee decision. The report was accepted.

16. Other business

- Native Plant Corridor (John Mills):
 - Suggested up to \$500.00 for plants. Agreed in principle but after discussion it was decided to consult with Ranger Miriam who may be able to provide the plants for free.
- Rare Fig Collection of Percy Wong (Keith):
 - As the collection has at least 200 distinct varieties. It was suggested that CCF should work out how many the farm can accommodate. It was also suggested that CCF could act as broker to keep track of all the different varieties so that the collection is kept "together". This would require someone to take on what is quite a big job.
 - Christine and Stef volunteered to undertake managing the project (contacting Mark O'Connor and possibly Percy Wong) to work out how to proceed.
- Farm Produce Gate Sales (Rob Walls):
 - Proposed gate sales of garlic, pumpkins and tomatoes grown in the volunteer plots grown by Rob and John M. Committee agreed to the proposal.

Meeting closed at 7:10 pm.

Next Committee meeting: 28 June 2022