MINUTES OF CITTASLOW GOOLWA MANAGEMENT MEETING No 109

#### 4.00 PM Thursday February 8th 2018

**Held at Cittaslow Corner, Goolwa**

1. **Present**: M Gardner, C Putland, K Smith, K Ross, M Alsford , T Trimboli, S Woodsmith, T Parkes, V Mulhall, A Nesci, N Leahy.
2. **Apologies**: J Low, J Williams.
3. **Confirmation of Minutes from Meeting:** 7 December 2017 No.108

*Moved: K Ross Seconded: K Smith*

That the Minutes of the Cittaslow Management Committee Meeting held 7 December 2017 be confirmed CARRIED

1. **Business Arising**

**4.1 Tagging electrical equipment**

New member Michael Keen has agreed to undertake tagging.

**4.2 Information and training in Xero for groups**

TP reported that Julie Low intends to undertake this when she returns to Goolwa but that TP is willing to do it in her absence if necessary. NL queried the need for Community Garden members to do this as they will not be handling the accounts however it is felt that being able to access details will help to increase understanding of the new systems for many.

**4.3 Cittaslow international documentation request**

Those with access to relevant documentation (KS, SW, TT) are asked to send it through to J Low who will place them in a dedicated drop box when she is able.

**4.4 Asset Register Development**

MA reported little progress at this stage however he has established that the existing system is out of date and not useful so he will start from scratch.

**4.5 How To sessions in jam making**

AN reported that this did not eventuate in January however Leah Grace has indicated that the Signal Point kitchen could be used and has requested times and more details about our needs. NL reported that he has had success with freezing fruit for later jam making at a convenient time.

**4.6 Design options for exterior of Cittaslow Corner**

No discussions held yet – refer to TT.

**4.7 Cittaslow Brochure update**

A draft has been prepared with input from MG, TT, KR, CP. MG will ask AF to draft new brochure then this group plus SW will meet to discuss draft and details of membership application.

* 1. **Tidy Town volunteers**

No report.

**4.9 Draft Strategic Plan**

Final draft has been distributed including members’ suggestions about principles, philosophy and details of accreditation.

*Moved: M Alsford Seconded: K Smith*

That the strategic plan as distributed be endorsed. CARRIED

Action: Anne Liddell suggested that copies be forwarded to Alexandrina Mayor K Parkes and CEO G Rappensberg for discussion prior to wider public distribution.

ITEM 6.4 NEW BUSINESS WAS BROUGHT FORWARD AT THIS POINT:

Cittaslow member Lynda Pugliese attended to canvass potential Cittaslow involvement in a ‘Buy Local’ campaign (with SABA and Alexandrina Council) and to discuss members’ interest in and ideas for a campaign that addresses needs of both local businesses and consumers. Members expressed interest and provided suggestions and Lynda will follow up in the future.

1. **Reports**

**5.1 President – M Gardner**

Report circulated.

*Moved: V Mulhall Seconded: S Woodsmith*

That the President’s report be received. CARRIED

The issue of a member receiving burns while volunteering at the Stratco BBQ (see report) was well managed at the time however it has raised the question of the need for a procedure in dealing with such incidents including recording and reporting. Examples will be obtained from other groups and organisations as a guide to developing one for Cittaslow.

Action: Two new First Aid Kit~~s~~ will be purchased for the Community Garden and CC (for use at events etc). TP will investigate options for CC when she attends a course on 14 Feb. Noel will ask Gaynor Jones to up date the kit in the CCG.

**5.2 Vice President**

No report.

**5.3 Secretary – C Putland**

*Moved: S Woodsmith Seconded: M Alsford*

That the correspondence as recorded in the Agenda papers be received. CARRIED

**5.4 Treasurer – Tracy Parkes**

Reports circulated.

*Moved: T Parkes Seconded: M Alsford*

That the financial reports as recorded in the Agenda papers be received. CARRIED

J Low forwarded an email raising several points:

* J Low new email for Cittaslow business: julie.cittaslow@gmail.com
* Two alternative printing services were suggested and will be asked for quotations to produce the brochure: ‘Unlimited Service’- Alan Harris, Goolwa; ‘SA Design and Print’ based in Pt Elliot.
* Merchandising (caps, badges etc) can be purchased online in future.

**5.5 Membership – J Low**

*Moved: A Nesci Seconded: M Alsford*

That the report be received and the following new members endorsed:

Helen Allport

 Ben Westmoreland

Lib Pellew

Kerry Callaghan

Zeke Fielding

Roslyn (Roz) Fielding

Diane Gibson

South coast Environment Centre

 CARRIED

NL requested that all Garden membership renewals are checked against the general membership renewals to ensure that both are current.

**5.6 Food and Wine**

ATW Report circulated. K Ross added that she had had a request this week from a parent of children who wish to perform at the next event as a community service. It was agreed that they could set up on the grass in the band’s break/s as a trial.

*Moved: A Nesci Seconded: K Smith*

That the report be received. CARRIED

**5.7 Community Garden – M Gardner**

Verbal update – M Gardner, K Smith and S Woodsmith attended a morning meeting on Wednesday to talk with members about the need for a liaison person with Management Committee.

*Moved: V Mulhall Seconded: S Woodsmith*

That the report be received. CARRIED

**5.8 Goolwa Farmers Market – J Williams**

Report circulated.

*Moved: K Smith Seconded: A Nesci*

That the report be received. CARRIED

**5.9 Goolwa Fruit Forest – M Alsford**

Report not circulated – attached to these minutes.

*Moved: K Smith Seconded: A Nesci*

That the report be received. CARRIED

The previous site offered by Council turned out to be unsuitable due to underground electrical cables so two alternative sites were suggested. One is on Moore St at the intersection of Farquhar St and opposite the CFS Depot, the other is along the lake at the end of Porter St. Council prefers the former and the FF committee has agreed to accept Council’s preference in order to secure a site.

Following extensive discussion and based on the advice from a horticulturalist, management members considered the one preferred by Council to be less desirable due to several issues, including problems of water access and shade created by proximity to pine trees, as well as lack of public visibility.

*Moved: S Woodsmith Seconded: V Mulhall*

That Cittaslow Management committee recommends to the Fruit Forest committee that it responds to the offer of the site on Moore Street by making a submission to Council which:

* sets out the pros and cons of each site based on horticultural advice, and
* requests that the alternative Porter Street site be favoured because it meets the community’s needs and is more likely to result in a successful venture.

CARRIED

Action: It is also suggested that the Committee request permission for a delegation (comprised of FF and Cittaslow Management Committee members) to address Council to put their case verbally.

**5.10 Publicity – K Smith**

Report circulated.

*Moved: S Woodsmith Seconded: K Ross*

That the report be received. CARRIED

**5.11 Cittaslow Corner – C Putland**

Volunteer Report circulated.

*Moved: S Woodsmith Seconded: K Ross*

That the report be received. CARRIED

*Moved: K Ross Seconded: C Putland*

That members who volunteer at Cittaslow Corner be granted a discount on products purchased from the shelves as an incentive to encourage more volunteers.

NOT CARRIED

The issue will be revisited at a future meeting.

**5.12 Education – V Mulhall**

Report circulated.

*Moved: M Alsford Seconded: V Mulhall* CARRIED

* 1. **Arts Interest Group – C Putland**

Report circulated:

Moved: M Alsford Seconded: A Nesci

That the report be received CARRIED

* 1. **Environment Interest Group – A Nesci**

Report circulated.

*Moved: K Smith Seconded: T Trimboli*

That the report be received. CARRIED

1. **New Business**
	1. **Vice President and Education positions**

 Scott Woodsmith was appointed to the position of Vice President.

*Moved: S Woodsmith Seconded: K Smith*

That the resignation of V Mulhall (Education) be reluctantly accepted. CARRIED

Action: An article will be published in the next Newsletter thanking Vanessa for her contribution and calling for a ‘key liaison person’ for the Education portfolio from among members.

* 1. **SABA customer service awards**

In past years Cittaslow has partnered with SABA in providing these awards. With Lyn Clarke’s resignation the question arises of Cittaslow’s continued involvement in the awards. Various options were debated including the proposal to withdraw in 2018 and reconsider in future years.

Moved: S Woodsmith Seconded: M Alsford

That Cittaslow provide one award for ‘contribution to the community’ with nominations open to all community members. CARRIED

Action: Members to bring suggestions of suitable people for nomination, eligibility criteria and decision making process will be discussed.

* 1. **Wooden boat festival**

No further information pending a quote for insurance premium.

**6.4 See item above**

**6.5 United Nations Sustainability Group and Cittaslow Goolwa Luncheon**

This is a great opportunity to raise the profile of Goolwa and Cittaslow. The importance of ensuring a democratic process for reserving seats was noted and it is suggested that the membership be informed in the next Newsletter about how to do so.

**6.6 Re-accreditation Cittaslow Goolwa**

The re-accreditation process needs to be concluded by the end of the year. As a start Lyn Clarke will be asked for any documentation used in the original accreditation.

**6.7 Stratco Sausage Sizzle**

Community Garden volunteers are no longer available to run the sausage sizzle at Stratco four times a year. It is estimated that the profit each time has been $100. Cittaslow members are fully occupied with other major events.

Moved: S Woodsmith Seconded: M Alsford

That Cittaslow will not continue to take responsibility for the sausage sizzle at Stratco. CARRIED

**Meeting concluded: 7.15pm**

**Next meeting: Thursday 8th March 4pm.**