

Gympie District Land Care Group

MEETING IDENTIFICATION	
Meeting Name	Date
Gympie Landcare Annual General Meeting	8 August 2020

ATTENDEES	
Attended	Apologies
<p>Members Ernie Rider Mel Marx Maree Gillott Antoinette Augustinus Barry Lambooy Louise Fraser Eileen Hauber Serge Leroyer Adele Pitt Danny Waser Andrea Rudd Kathleen & Steve Dennis Edwina King Deb Seal Nonie Metzler Bev Kapernick</p> <p>Staff Lavina Shaw Yvonne Hennell Lucas Reid Tom Brook Susy Parsons Rhiaan Ashton</p>	<p>Members Louise Watson Christa Louw Jenny Whyte Matt Walker Graeme Elphinstone</p>

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Non-Members

Marc Russell
Jason Virtue

TOPICS COVERED

Agenda	Chairperson: Maree Gillott
<ol style="list-style-type: none"> 1. Attendees 2. Apologies 3. Endorsement of Minutes of 2019 AGM 4. Action items from previous minutes 5. President's report 6. Staff reports 7. Treasurer's report 8. Appointment of auditor 9. Acceptance of financial statements 10. Membership pricing proposal 11. Discussion & vote on proposal 12. Election of office bearers 13. Guest speaker: Jason Virtue 	
Agenda Topic or Action Item	Decision/Note
Endorsement of minutes	Meeting opens: 9:04 am Previous meeting minutes Motion: That the minutes be accepted as a true record of GDLC 2019 AGM. Minutes carried Moved: Louise Fraser Seconded: Mel Marx
Business Arising from previous minutes	Changes to the constitution submitted and accepted by the Office of Fair Trading ^[ISEP] Ernest Rider was appointed an honorary life membership ^[ISEP] Ellingsen Partners/Kingdom Financial appointed and conducted the 2019-2020 Audit. ^[ISEP]
President's Report	The president focused her report on the team and changes that have been taking place in Gympie Landcare. She emphasised that it is people who make an organisation work and that the current team is talented and focused on the vision of the organisation. With transformation comes change and people respond differently to

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change. Some people thrive on it and see it as an opportunity to improve, do better and obtain new and different skills, others might decide that the changes are not for them and seek to further their careers elsewhere. As an organisation grows so do the policies and procedures, this assists in improved decision making and coordination of activities. There has been a particular focus on 'Work Health & Safety', which is a legislative requirement and required by our clients such as Gympie Council. Reaching the next generation of Landcare members is a top priority and hence the launch of 'Junior Landcare' we have been encourage by the amount of new members joining the organisation who are more representative of a broader age range. Gympie Landcare will be refocusing on agriculture and particularly the support of farmers in the regenerative agricultural space as the regeneration of farm land is the biggest opportunity to do what Landcare does best and that is rejuvenate landscapes.

The President also made the members aware of a current lease issue that has been outstanding since 2007 and has now become more important due to disability legislation. This requires the organisation to build disability ramps etc. The cost involved with this is not doable for the organisation and council has acknowledged that as the lessors of the currently property on which Gympie Landcare is operating. The current site is designated residential and not commercial and thus is not suitable for business expansion. We are currently in early preliminary discussions with council to try and find a more suitable site. All expansion activities that are currently being embarked on by the organisation will be mobile in the event that we find a more suitable council property

Staff Reports: Administration & General Management (Lavina Shaw)

Each of the area leads presented the successes for the year and their focus for the following year

GM Update

Achievements in the last 12 months:

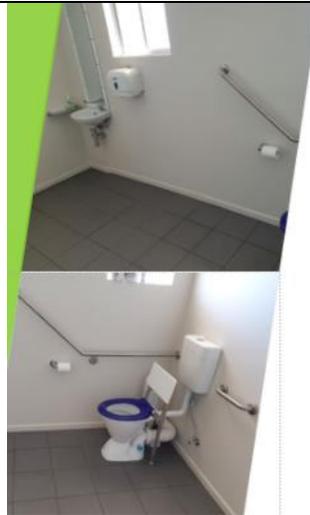
Our marketing strategy included new road-side and building signage, Facebook marketing, advertising with Local Search directory, updated brochures, and Gympie Times advertisements for workshops.

Outcomes:

- ▶ increased customers
- ▶ increased memberships
- ▶ increased workshop attendance
- ▶ 6x the amount of Facebook followers compared to last year.





GM Update Cont.

Our bathroom upgrade is finally complete!

- ▶ Bathroom renovated to improve disability access and facilities
- ▶ 75% of costs funded through a Council grant.

GM Update Cont.

Our new and improved conference room!

What we've done so far:

- ▶ New flooring
- ▶ Air-conditioning
- ▶ New projector
- ▶ Conference chairs
- ▶ Water cooler

What's Next?

- ▶ New blinds
- ▶ Fresh coat of paint



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GM Update Cont.

- ▶ 242 New memberships since the last AGM.
- ▶ 37 New volunteers since the last AGM.
- ▶ Policies & Procedures library - HR, WH&S, Accounting, Customer Service etc.
- ▶ Three new trainees in CALM and Horticulture.
- ▶ Implementation of new software packages, including Square, Office 365, Reckon Accounting and Monday.com.



GM Update Cont. Landcare Festival 2019

The 2019 Landcare Festival was a huge success! Over 500 attendees and \$3500 fundraised!

2020 Festival cancelled.

2021 Festival - Nelson Reserve



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GM - Focus for the Next 12 Months

- ▶ Improved customer service experience
- ▶ Improved product range in our nursery and Bio-Control
- ▶ Expanded services in CLS, focusing on organic alternatives
- ▶ Bigger and better workshops and courses - Creating an 'Education Hub'
- ▶ Ongoing training for all staff in all aspects of their roles
- ▶ Improved volunteer experience and training
- ▶ A focus on WH&S maintenance and training
- ▶ Self-sufficiency with minimal reliance on grants
- ▶ Continue to implement and improve marketing strategy
- ▶ Water efficiency/irrigation upgrades



Staff Reports: Bio-Control (Yvonne Hennell)

Each of the area leads presented the successes for the year and their focus for the following year

Bio-Control Update

2019 - 2020

- ▶ 115,600 Jewel Beetles
- ▶ 15,700 Tingids
- ▶ 3,200 Madeira Beetles
- ▶ 1,088 Leaf-Tying Moths

Composting worms for sale in Spring.

Worms

- ▶ Worm Juice
- ▶ Castings
- ▶ Worm Farm Kits

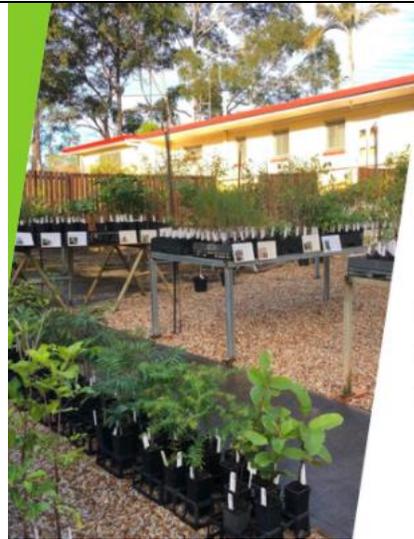
Packaging is being sourced from Australian-owned companies and will be 100% biodegradable and compostable.



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	<p>Questions Steve Dennis asked the following: Does Bio-Control audit the success of the insect releases</p> <p>Answer The Bio-control team go out 4 times a year to the release sites and record the activity and results</p>
<p>Staff Reports: Stock Control (Lucas Reid)</p>	<p>Each of the areas leads presented the successes for the year and their focus for the following year</p> <div data-bbox="709 440 1136 488" data-label="Section-Header"> <h3>Stock Control Update</h3> </div> <ul style="list-style-type: none"> ▶ Successful propagation of approximately 60,000 tubes in 2019 ▶ <u>Licensed</u> to grow protected species ▶ Nursery split into production and retail areas ▶ Production area designated to track species, customer orders and CLS jobs ▶ Benching upgraded to increase space for overall production by 35% without any further use of water, and further cells built to absorb future project demands ▶ Quality improved with removal of weeds and scheduled plant management activities ▶ Implementation of IPM plan late 2020 ▶ Upgrade of pumps and irrigation commenced Winter 2020  <p>Question Nonie Metzler asked the following: Who are Stock Control's clients?</p> <p>Answer Stock Control has as clients Gympie Council, MRCCC, Transport & Main Roads, Our own retail nursery and other Landcare groups</p>
<p>Staff Reports: Nursery (Suzy Parsons)</p>	<p>Each of the area leads presented the successes for the year and their focus for the following year</p>

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Nursery Update



- ▶ Nursery split into separate production and retail areas
- ▶ Production 'feeds' retail area
- ▶ Presentation of retail area improved
- ▶ Larger number of species represented, and stock is of higher quality
- ▶ Less confusion for the customer
- ▶ Dedicated shop for customer service and display
- ▶ Add-on products stocked supporting other local providers
- ▶ POS system reduces errors, enables sales reporting, can provide customers with itemised receipts, contains member data enabling rewarding members accurately.



Nursery Update Cont.

Labels and Barcodes

- ▶ Labels are printed inhouse on demand
- ▶ Species are easily identified, and the customer has this information to take home
- ▶ Labels used in combination with permanent illustrated plant signs for comprehensive description
- ▶ Prices can be individualised as per a tier system
- ▶ Barcoding enables us to track sales on each species and popular species can be propagated regularly to enable a constant supply
- ▶ Labels work in conjunction with the Point of Sale (POS) system

Staff Reports: CLS (Tom Brook)

Each of the areas leads presented the successes for the year and their focus for the following year

CLS Update

- ▶ Big focus on riparian zone restoration
 - ▶ Erosion and sediment control/prevention
 - ▶ Restoration/conservation critical habitat for fauna (i.e. koala, Mary River turtle)
- ▶ Over 20,000 trees planted across revegetation projects on the Mary River, Amamoor and Kandanga Creek
- ▶ Over 20kms of riverbank/creek bank revegetation, vegetation management and weed control
 - ▶ 14km riparian zones treated for Cat's Claw Creeper and Madeira Vine infestations.



Revegetation Project - Mary River

Questions

Ernie Rider asked: Do we do private jobs?

Answer

Yes, we are doing lots of private jobs particularly in the area of weed management and tree planting

Question

Danny Waser asked: How is Cat's Claw treated?

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	<p>Answer The team work at eradicating the big vines first, then they tackle the smaller vines at their second visit, from there frequent follow-up visits is all that can maintain the original work done. Yvonne also releases bugs at many Cat's Claw sites</p> <p>Question Nonie Metzler asked: Would we consider looking into a heavily invested Cat's Claw site at the Normandy bridge/Jones Hill rd?</p> <p>Answer We are currently working on sites designated by council or specific grants. We could certainly go and inspect the site and try and encourage the council to allocate funds to it or try and find a grant to fund the work.</p>								
<p>Staff Reports: Education (Rhiaan Ashton)</p>	<p>Each of the areas leads presented the successes for the year and their focus for the following year</p> <div style="text-align: center;">  <p>Education & Events Update</p> <p>Upcoming in 2020:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Rural Fire Safety & Property Hazard Reduction Workshop 12 Aug.</td> <td>Small Grazing Best Management Practices Workshop 26 Aug.</td> <td>Koalas & Local Wildlife Workshop 9 Sep.</td> <td>Cultural Indigenous Walkabout Tour TBA</td> </tr> <tr> <td>Pollinators & Insects Workshop 19 Aug.</td> <td>Permaculture & Property Planning Workshop 2 Sep.</td> <td>Veggie Patches & Composting Workshop 19 Sep.</td> <td>Ornithology Workshop 17 Oct.</td> </tr> </table> </div>	Rural Fire Safety & Property Hazard Reduction Workshop 12 Aug.	Small Grazing Best Management Practices Workshop 26 Aug.	Koalas & Local Wildlife Workshop 9 Sep.	Cultural Indigenous Walkabout Tour TBA	Pollinators & Insects Workshop 19 Aug.	Permaculture & Property Planning Workshop 2 Sep.	Veggie Patches & Composting Workshop 19 Sep.	Ornithology Workshop 17 Oct.
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Junior Landcare Update

Creating Change for the Region's Future

Goal:

“To inspire and educate children in the Gympie Region to practice and develop sustainable environmental and local regenerative land management skills.”

How will we achieve this?:

- Providing regular education opportunities - once per week with 36 sessions scheduled per year.
- Inclusion of a varied range of hands-on and practical learning experiences.
- Delivering this program to local families at low cost - provides an opportunity for all interested families to attend.
- Most importantly - Keeping the program FUN for the kids to maintain their interest in the program.

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Program Delivery:

- ▶ Sessions held each Thursday during QLD school terms - 9 sessions per term
- ▶ Session times: 3.30pm - 5.30pm
- ▶ Sessions held in the GDLG conference room
- ▶ Incorporation of occasional field trip sessions - Koala bushwalks, Mary River walks etc.
- ▶ We also provide basic afternoon tea at each session such as a mixed fruit bowl.

Term 1 “Building a Sustainable Food Garden”

The first 9 sessions focused on how to create and care for your very own sustainable food garden.

We wanted the children to learn about this by creating their very own food garden, layer by layer, which is located to the side of the GDLG conference room.

We have worked with local and knowledgeable presenters to deliver these sessions, including The Living Classroom Project.

We have also generously received a nomination for a *Telstra Kids Fund* Grant of \$1,200 to cover costs of delivering this project - courtesy of:

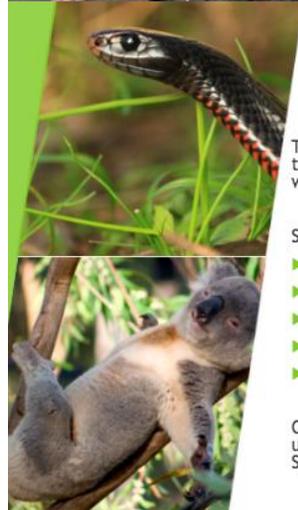
Haemish Coutts - Local Area Manager, Telstra License Stores QLD, and Paul Atkinson - Licensee, Gympie Central Telstra Store.



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“Designing a Sustainable Food Garden”



Term 3 “Our Local Environment & Wildlife”

These 9 sessions will focus on the local environment of the Gympie Region, including the Region's culture and wildlife.

Some of our activities this term have included:

- ▶ Snakes of the Gympie Region
- ▶ The Magical Mary River
- ▶ Kool Koalas
- ▶ Cat's Claw Basket Weaving
- ▶ Recycled Artworks

Our vegetable garden has also been scheduled for upgrades in September, to align with the beginning of the Spring season.



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	<div data-bbox="781 245 995 326"> <p>Plans for the Future</p> </div> <ul style="list-style-type: none"> ▶ Permanent garden beds to be installed by the children at the Gympie Community Garden Group ▶ Environmentally-themed mural artwork - to be painted on a public wall in the township of Gympie, as a permanent public feature ▶ Continued education with a range of different Landcare-related themes ▶ Continued engagement in community projects where available (such as Clean Up Australia Day) <div data-bbox="1024 212 1614 716"> </div> <p>Question Kathleen Dennis asked: What age group is Junior Landcare open to?</p> <p>Answer Junior Landcare is open to ages 5-15 years of age or junior school. Currently we have children between 8-10 years of age.</p> <p>Question Danny Waser asked: How can we afford to run Junior Landcare free of charge for members for the first year?</p> <p>Answer Junior Landcare is mostly funded from the 'Containers for Change' money received. We also believe it is important to educate younger people who will be our future members and leaders</p>
<p>Treasurer's report</p>	<p>Barry Lambooy presented the Treasurer's Report. The Audited Financial Statements for the Reportable Financial Year ended 31st January 2020 had not been circulated, but were displayed and explained in a presentation.</p> <p>Deb Seal read out a statement, which highlighted some things she was concerned about. Given that the MC and President were not given the document prior to the meeting to formulate a response the president undertook to provide Deb with a response post the meeting.</p>
<p>Appointment of auditor</p>	<p>The auditing services used by the organisation for the 2019/2020 audit was Ellingsen Partners/Kingdom Financial Accountants. The treasurer shared with the members his dissatisfaction with the services received from this auditing firm. Despite this the Treasurer recommended that we remain with this firm for a second year to ensure consistency and he undertook to have a stern word with them about their service.</p>

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	<p>Motion: To appoint Ellingsen Partners/Kingdom Financial Accountants as the auditors for the 2020/2021 financial year's audit Moved: Barry Lambooy 2nd: Ernie Rider Motion carried</p>
Acceptance of financial statements	<p>Motion: To accept the financial statements and Treasurer's report Moved: Barry Lambooy 2nd: Antoinette Augustinus Motion carried</p>
Membership pricing proposal	<p>A proposal was made to the members to increase the membership fees and thus bring Gympie Landcare's fees in line with other Landcare organisations in the area.</p>
Discussion & vote on proposal	<p>A discussion ensued between members that resulted in a request from members to relook the proposal in the light of what was discussed. The proposal was thus never moved and the MC will go back with the discussion points and reformulate the proposal.</p>
Election of office bearers	<p>The following nominations were received</p> <p>The position of <u>PRESIDENT</u> – Maree Gillott, proposed by Antoinette Augustinus, seconded by Mel Marx - nomination accepted by Maree</p> <p>The positions of <u>VICE PRESIDENT, SECRETARY, MINUTES SECRETARY</u> – Mel Marx, proposed by Maree Gillott, seconded by Antoinette Augustinus – nominations accepted by Mel</p> <p>The position of <u>TREASURER</u> – Barry Lambooy, proposed by Maree Gillott, seconded by Antoinette Augustinus – nomination accepted by Barry</p> <p>The position of <u>GENERAL MEMBER</u> – Louise Watson, proposed by Maree Gillott, seconded by Antoinette Augustinus</p> <p>The position of <u>GENERAL MEMBER</u> – Antoinette Augustinus, proposed by Maree Gillott, seconder by Mel Marx</p> <p>The position of <u>GENERAL MEMBER</u> – Ernie Rider, proposed by Maree Gillott, seconded by Mel Marx</p> <p>As there were no other nominations, each of the nominees were therefore duly elected to the positions for which they were nominated.</p>
Meeting Closed	<p>Meeting closed at 11:35 am</p>
Guest Speaker: Jason Virtue	<p>Jason spoke to the members about Holistic Management using his own experience as a farmer and the improvement he saw not only to the land but his financial position as well. He was unable to play the following video for us. Link to video below: David Marsh – The regenerative farmer</p> <p>https://www.youtube.com/watch?v=qzSShUi8_Po</p>

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PREVIOUS ACTION ITEMS					
Item	Date Raised	Responsibility	Date Due	Comment	Status (Open, In Progress, Closed)
Changes to the constitution submitted to the Office of Fair Trade	15/5/2019	Administration Manager	30/6/19	Changes submitted and accepted by the Office of Fair Trade	Closed
Ernie Rider was appointed as honorary life member	15/5/19	Members	15/5/19	Motion was carried	Closed
Ellingsen Partners/Kingdom Financial Accountants to be appointed as auditors for the 2019/2020 year	15/5/19	Treasurer	31/1/20	Appointed and audit complete	Closed

NEW ACTION ITEMS					
Item	Date Raised	Responsibility	Date Due	Comment	Status (Open, In Progress, Closed)
Ellingsen Partners/Kingdom Financial Accountants to be appointed as auditors for the 2020/2021 year	8/8/20	Treasurer	31/1/21	The treasurer to discuss with the auditor the dissatisfaction with the service received from the firm	Open
Membership fee proposal to be reworked	8/8/20	MC/ General Manager	Next AGM	Considering all the discussion points the MC will relook the proposal and bring it back for ratification by the members at the next AGM	Open
Respond to Deb Seal's concerns raised	8/8/20	President	30/8/20	The president to take a copy of Deb's statement document and formulate a response	Open
Changes to the office bearers submitted to the Office of Fair Trade	8/8/20	Administration Manager	30/8/20	Changes to the office bearers submitted to the Office of Fair Trade	Open

These minutes will be considered accurate and complete if feedback is not received within 1 week of them being made available. They will then be ratified at the next AGM