

**Rochedale Community Garden**  
Meeting Minutes  
8<sup>th</sup> July, 2012

**Opening:**

The first meeting of the Rochedale Community Garden was called to order at 3.15pm on 8<sup>th</sup> July in Rochedale Road by Steve Griffin.

**Present:**

Steve, Trish and Lucy Griffin  
Des and Angelique Bellas  
Jenny Smit  
Lisa Turner  
Carolyn Collins  
John and Denise Buck  
Maryanne Jardine  
Joanne Chung

**Apologies:**

Diana Bothams, Liz Bundy.  
Sally Jenyns no longer interested.

**A. Purpose**

The purpose of this meeting is to formalize the start of the association, elect members, initiate reporting and follow procedure as per the information received from Office of Fair trading.

**B. Election of Committee**

*President* - Steve Griffin nominated by Carolyn Collins and second by Denise Buck

*Vice President* – Carolyn Collins nominated by Maryanne Jardine and second by Lisa Turner

*Secretary* – Liz Bundy nominated by Lynn Griffin and second by Carolyn Collins

*Treasurer* – Maryanne Jardine nominated by Denise Buck and second by Steve Griffin

All in favour.

**C. Open Issues**

a. **Objects of the Association** - Discussion regarding the aims of our association, sheet distributed by Steve Griffin with the following details:

*The aims of the association are:*

- *To create and maintain a sustainable community garden on environmentally aware, organic principles;*
- *To provide a garden where community members can meet and grow their produce in a tranquil setting for the enjoyment of all;*

- *To co-operate with nature to establish and maintain an ecologically balanced and sustainable method of growing herbs, vegetables and flowers;*
- *To provide opportunities for learning about sustainable gardening, the origins of food, and being environmentally friendly;*
- *To provide opportunities for community development and social networking;*
- *To be inclusive of people of all ages, cultural backgrounds, socio-economic backgrounds and abilities.*

Put forth by Carolyn Collins and second by Denise Buck. All agreed.

b. **Banking Setup** - Discussion regarding opening of bank account  
Maryanne Jardine nominated to open bank account at Suncorp  
All agreed

c. **ABN & Common Seal** - Discussion regarding establishing ABN and Common Seal. Maryanne Jardine nominated to organize.  
All agreed

d. **Accounting records to be kept** - Discussion regarding a need for keeping accounting records. Maryanne Jardine agreed to set up a spreadsheet.  
All agreed.

e. **Adopting Office of Fair Trading Model Rules** - Discussion regarding accepting the Office of Fair Trading model rules. Proposed that their only be one class of members (ordinary members), and that the Model Rules be adopted for RCG. Voted and passed by all present.

f. **Membership Fees & Form** – Discussed and agreed that Maryanne is to collect Membership Fees (currently set at \$40 per person, and to be reviewed when gardening plan and allotments are finalised) and that a membership form is to be developed as required by the Model Rules. Steve Griffin and John Buck to work on this. All agreed.

g. **Postal Address** - Discussion regarding establishing a postal address. Carolyn Collins offered her business postal address, Turners Garden Center, Miles Platting Rd as an alternative to purchasing a post box. All agreed

h. **Incorporation with OFT** – Discussed & agreed that Maryanne lodge the application to incorporate RCG, noting that we accept the Office of Fair Trading Model Rules. The association will have only one class of member (Ordinary Members). The \$124 fee to be paid from membership funds already received.

i. **Thank you to Steven & Trish** - A formal thank you proposed by Carolyn Collins to Steve and Trish Griffin for all the work put in to get this association this far.

**D. New Business**

- a.To vote on logo and letterheads for grant paperwork.
- b.Further work need to be done on landscape design.
- c.Signage needs to be investigated.

**E. Agenda for Next Meeting**

To look at marketing strategies

To review and approve membership forms.

Look at grant options.

Detailed list of items required.

Review where we are with O.F.T, ABN and bank Accounts.

Insurance options to be discussed and agreed on.

**Adjournment:**

Meeting was adjourned at 4.05pm by Steve Griffin. The next general meeting will be at 3.00pm on 15<sup>th</sup> July in Rochedale Road.

Minutes submitted by: Lisa Turner

Approved by: (to be approved at next meeting)