

Canberra City Farm: MEETING MINUTES

Date:	14 December 2014	
Location:	Canberra City Farm	
Time meeting commenced:	2.05pm	
People present:	Jodie Pipkorn Melissa Fellows Gilles Rohan Virginia Proust Linda Ayliffe Glenys Petulny Mark Spain Ali Goward Rob Wilson	Gavin Williams Walter Steensby Cindy Steensby Carole Ayliffe Peter Irish Jenni Edwards Conor Harrington Richel Malouf Jenny Owen
Apologies:	Penny Kothe, Keith Colls	
Chairperson:	Jodie Pipkorn	
Proxies:		



36 Bambridge Street
Weetangera ACT 2614

T: 0400 865 535

Matters/Actions Arising from the previous Meeting

ACTION	STATUS
1. ALL – send photos that could be used in newsletter	Reminder at each meeting
2. EVERYONE to keep an eye open for pop-up garden opportunities that they would like to engage in.	Reminder at each meeting
3. EVERYONE to provide ideas about 2015 calendar events and those interested in progressing any of the projects to email canberracityfarm@gmail.com .	Reminder at each meeting
4. ALL interested in being part of an income-earning sub-group are to email canberracityfarm@gmail.com .	

Agenda Items

Welcome and check-in

Action Items

- Items completed

1. Review each sub-group

- People and Fun team – they met once and noted:
 - It would be helpful for them to see minutes of other sub-groups.
 - It would be good to have upcoming events promoted on a sign at the sign and on the CCF newsletter.
 - They would like to see an event at the end of each harvest season.
 - They are keen to get a pizza oven and would be happy to organise a workshop for it.
 - They are keen to engage with local cultural groups who may be interested in using the space.
 - They would like to get holiday programs happening for kids.
- Design + Construction team – they met a couple of times and noted:
 - They created a list of elements from the previous design days, analysed the site, then placed things in the Master Plan layout.
 - They need to get agreement from others on this and then they will work out a schedule of activities/workshops.

- Education and Learning team – they met once and noted:
 - They have created a list of sustainability courses relevant to the CCF. This includes connections with CIT.
 - They would like to establish a consistent feedback form for all courses/workshops.
- Marketing + Sponsorship team – they have met once and noted:
 - They have created and sent to each sub-group a standard template for promoting events.
 - They have worked out where signage will go and have the sign for ACTEW Water ready to put up when the containers are painted.
 - They are developing a standard protocol for sponsorship to clarify what we can provide to sponsors.
- Propagation + Gardening team – they have had a few gatherings and noted:
 - They had a wicking bed workshop and learnt a lot from that process. They would like to hold another one in early January.
 - Greening Australia has agreed to provide water to the site monthly.
 - They need a design before they can go much further with planting.
 - They would like to establish a monthly, or bi-monthly plant sale.
 - They have a watering roster in draft form but have not yet sent it around.
 - They have had lots of offers for manure and compost, but we need to agree how big we want the compost to be. It was noted that CCF may have the Jerrabomberra site soon, so a larger compost process could be created there and the Turner Garden maintain a smaller display. Jenny noted that from her experience at Northey Street City Farm, getting the balance and ph levels of the compost right is critical.
 - They would like to get a seed savers process started.



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2. *Coordinate key items*

- The Education + Learning Team noted their list of key education concepts that should be included in the display in the list of priority (see attached).
- It was noted that increased connections with the Food Co-op Shop is important and CCF could consider doing 1 lunch a month at the Co-op.
- The Design + Construction Team explained the Master Plan (attached) in detail. The key assumption they made was that the design supports a longer than 2 years project.
- To assist the CCF Committee, a standard reporting template has been proposed. This will be circulated to Team facilitators to review/consider.
- Mark has got a book, which will be located in the display container, to monitor all inputs and outputs on the site. Anything that comes in or out of the site should be added to this document and noted where it is located on the site.

3. *Other business*

Checkout

Actions:

- JODIE to look at adding a calendar of events to the website.
- JODIE to consider establishing a list of required materials on the website.
- ALL to comment on draft Master Plan by 10am Tuesday 16 December and provide comments to the CCF email.
- Education + Learning Team to consider connections with University of the Third Age.

Next meeting date: Sunday 18 January 2015

Time meeting closed: 4.15pm.