

# ANNUAL REPORT



2015

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## 2015 AGM index

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**Agenda for the Annual General Meeting of  
Warrnambool Community Garden Inc.  
7.00 pm Wednesday, 11<sup>th</sup> November 2015  
at HUB, cnr. Grieve Street/Grafton Road, Warrnambool**

1. Welcome, acknowledgements and apologies
  2. Business:
    - (a) to confirm the minutes of the previous annual general meeting and of any special general meeting held since that meeting; and
    - (b) to receive from the committee reports upon the transactions of the Association during the last preceding financial year; and
    - (c) to elect members of the Committee; and
    - (d) to set the membership and plot fees for the next 12 months
  3. Close meeting
  4. Next meeting
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# Warrnambool Community Garden

## Annual Report 2015.

**Our Vision:** Our community will produce its own food & have knowledge, skills & passion for sustainable living.

**Our Mission:** The Warrnambool Community Garden offers:

- A community education and resource centre for organic gardening and sustainable living.
  - Garden space for growing and sharing organic food.
  - Social and community activities for networking and friendship.
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The people, who set out to establish the Warrnambool Community Garden 10 years ago, developed an inspiring Statement of Purpose and this outlines the big picture of our garden's overall purpose. The Vision and Mission statements (see above) outlined in our five-year strategic plan (2012-2017) also help define Warrnambool Community Garden's overall purpose. Then we have policies and guidelines, (our rules) to help guide day-to-day operations and each year there is an annual planning process to set priorities for the year ahead. All of these are what we sign on to when we become members of the Warrnambool Community Garden and these are what guide the work that the committee leads each year.

## Annual Planning Priorities 2015

We held our annual planning on Wednesday January 28<sup>th</sup>, facilitated by Roy Reekie and attended by 28 members. Roy asked us to think about the higher purpose of what we wanted to do at the garden in 2015. He summarised our words<sup>1</sup> to a statement:

*"The Warrnambool Community garden is a friendly, diverse, peaceful and productive place where we share, co-operate and grow - producing food, knowledge and community."*

We set our priorities for 2015 at this meeting. So how have we done against those priorities in 2015?

### 1. All plots in use.

We have currently 50 of our 56 individual plots in use. People with individual plots come and go a bit as circumstances in people's lives change and so while our aim is to have a 'full house' – we are pretty happy to have so many plots in use by the end of this year. It's important to remember not all our members join to have a garden on site.

The communal gardening area continues to be an amazingly productive space and there is a separate report attached from the communal gardeners. In the good weather months, they hosted some lovely afternoons near the communal garden with music and produce swap and sales.

### 2. Strong and positive communication – members, committee.

We are now around 100 members (including organisational members) with a good mix of people of different backgrounds, abilities and generations working alongside and learning from each other.

Communication with and amongst all of our members is an ongoing challenge. It's not easy to involve and keep all our individual and organisational members up to date with what is happening at the garden. Members don't always let us know their change of circumstances, personnel or addresses and then we need to be proactive to follow them up.

We have 9 members who don't have email and it seems we have several others who do not use email very often or with confidence. It is very time consuming and costly to snail mail out all communication to these members. For the most important things we do use snail mail. It's an issue with no easy answer although as Keith Fisher says (who doesn't use email) "it's not that hard to find out what is happening at the garden if you talk to people." The quarterly newsletters and other information are posted on the HUB noticeboard and minutes from meetings are available to read in a folder in the HUB. People can use the blackboard near the gate for messages and the new garden shelter is another place we will be able to display or share information.

We've also started to share the latest updates of the individual plot holder list on the HUB noticeboard, so people can see who their 'neighbours' are in this part of the garden.

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<sup>1</sup> From our Annual Planning we said what we do at the garden is: *Grow, Participate, Cooperate, Produce* and that the Warrnambool Community Garden represents: *Community, Generosity, Friendliness, Fresh Food and Food Security, Sustainability, Productivity, Participation, Diversity and Connection/s*.



We have an increasing number of members who use social media and the interest in our Warrnambool Community Garden Facebook page continues to grow. The Facebook page seems to be a good way to attract new members, to share information with the public and showcase our garden.

Tina Reilly and Claire Bishop are our wonderful newsletter editors and each season we look forward to their amazingly beautiful, humorous and informative newsletters. We now have a newsletter emailing list for people (non members) who are interested in keeping in touch with what is happening at WCG and we get lots of comments that our newsletter is the best one they ever receive!

It's also a challenge and very time consuming for our volunteer committee to keep up to date with new member enquiries, inductions for new or potential members, to keep the database and key register up to date and accurate, to keep up with plot holders who want a plot or want to let their plot go and for us to actually get to know our members and what their experience, talents and skills are and how they can contribute to the community of the garden. We've tried hard to improve our new and potential member induction process and most of the time this seems to be working well to ensure members are clear about the purpose and philosophy of the garden. It helps us to get to know our members too. We do sometimes get people who think the garden is just a space to rent land and who are not interested in more than that and we generally don't want to encourage this kind of thinking as members sharing and contributing to our garden community, make it the rich and interesting place it is.

### 3. Teams of people actively managing the different bits of work with opportunities for sharing & learning within and across teams & throughout the membership.

It's an ongoing challenge to find the best structure to manage the site and work of the community garden. This year we decided to move away from the pod or sub-committee structure we've been using for the past few years as some of us felt we were spending too much time in meetings! This year we established teams for our priority projects while the communal gardeners and chook crew also work well as teams. We had a strong committee who worked really well together, sharing different perspectives and learning from each other.

We now have members interested in talking about kids' space and how to improve their experience and learning in our garden and there's a first meeting planned in mid November. If members have an area of interest they want to lead that fits with our purpose, vision, mission and priorities, then the committee can help facilitate and enable members to organise and get on with it!

### 4. We will have achieved our five major/priority projects:

#### a. Garden Shelter

It's been a priority for our members for at least four years to have a shelter in the garden. This year we managed to get funding for Fiona Golding's fabulous shelter design and to have a work crew led by Dave Mitchell to help build it. Our beautiful new garden shelter includes roof top water harvesting and a water wise panel informing us that Warrnambool's (and the community garden's) water almost all comes from the Gellibrand River. Increasing our water use directly impacts and threatens the sustainability of the river's health and the native creatures and plants that depend on the river. Becky Nevin Berger's shower sculpture reinforces this message as 30% of household water use is in the shower! The shelter and sculpture project was delivered on time and on budget with a team of people actively managing the work. The official opening event on October 23<sup>rd</sup> was a lovely community celebration and lots of members contributed to the food, set up and pack up and music. Keith Fisher got a special mention as our number one volunteer for his work on the shelter with Dave.

#### b. Shelter Belt Planting

Site preparation, propagation and planting around the fence lines with Sheoaks and Callistemon has occurred in the past 6 months. The plants are being mulched and watered over this summer period by our work crews to settle them in and to minimise losses. There will be further plantings in autumn and this will include around the HUB and pizza oven areas. This planting program will help to provide us with a more sheltered site over the medium and longer term.

### c. Organic Weed Management

For several years, we've had members complaining about weeds on site. We have a large 2-hectare weed infested site to manage and this provides a lot of challenges for an organic garden! Peter Austin did a whole of site weed management strategy for us last year and this year we've been implementing this strategy. (We have included a flyer produced by Peter with information about where we are up to with this project). Peter conducted organic weed trials and research over several months at the garden, trialling over a dozen different methods with some clear results for Kikuyu and Couch grass and broad-leaved weeds. We've had really positive feedback (from members and others) about our weed management program and in many ways this is pioneering work for a community garden such as ours.

The planting of a significant number of Sheoaks around the site is proceeding well and this is part of the overall strategy to gain dominance over the weeds as well as over the long-term to produce our own coppiced mulch supply and firewood for the pizza oven and fire pit.

### d. Quarry Rehabilitation

Our Quarry Rehabilitation project is proceeding somewhat slowly as we are now waiting on our council to remove buried bluestone needed for streetscaping works in the CBD before proceeding to smooth out the quarry floor and improve access. This is a long-term project that also seems to inspire a lot of people and we've heard all sorts of ideas already about what people reckon could happen in there!

We have funds to run a consultation process to draw up options for what to do in the quarry- this process will happen next year and we will invite anyone who is interested to be involved (not just our own members). The process will consider parameters such as Wannon Water's need to 'offload' water occasionally into the quarry floor, which then drains into the aquifer.

### e. Pizza Oven area and HUB landscaping.

We've got plans almost finalised and in place for the landscaping works around the pizza oven and HUB area and we have secured funding for this work, which will be undertaken by our work crews early next year. We have agreement on the design and wording for an indigenous acknowledgement seat that will also be in this area. We look forward to having that in place also next year with a ceremony to acknowledge the Maar (Gunditjmara) nation as the original custodians of this area and the particular significance that Warrnambool Community Garden holds for them.

## Other things we've done this year

### 1. Support for Port Fairy Community Garden

Port Fairy Community Garden asked us for a suggestion earlier in the year for someone who could run a series of Grow Your Own Food workshops and we connected them to Kylie Treble from the Place of Wonder. We have been sharing information about their workshop series with our members and they have been sharing information about what we are doing as well.

### 2. Workshops

We ran or hosted several workshops this year:

- March: Preserving Your Home Garden Produce using Fowlers Vacolar Preserving Kit –with garden members and preserving experts, Leo and Val Ryan.
- March: Weed Walk and Talk – this was combined with a member meeting to consult on whether to use chemicals or organic methods for spraying in the quarry.
- July: Fruit tree Grafting with the Heritage and Rare Fruit Network.
- September: Water Saving Ambassadors – Going Upstream Project - barriers to people changing behaviour for saving water and learning about where Warrnambool's water comes from.
- We also held several working bees this year – members helped over several months on the garden shelter and we had a working bee in September for planting Sheoak seedlings around the quarry perimeter which was attended by 30 members.

It would be great to run more workshops at our garden. This is an area where we could really do more – we'd love to provide a lot more opportunities for people to share and learn about sustainable living and growing their own fruit and vegetables, either at the garden or in their backyard. Keeping backyard chooks, food foraging, growing bush foods and herbs are all things that people expressed interest in at our annual planning and we hope to do more next year. If anyone is interested in helping organise a workshop program next year, we'd love to hear from you.

### 3. Building Relationships

Through our newsletter editors, we have an ongoing relationship with the Gnurad-Gundidj Campus at Glenormiston. Here they run a Year 9 residential school for Victorian government students, which provide opportunities for personal, community and leadership development. This year we had two groups of their students visit and work at the garden – they also made us some more friendly signs, which you see on the fence and in the garden.

A group of Deakin students studying a sustainability unit visited the garden in February and we received great feedback from their lecturers and students alike including that a couple had joined community gardens afterwards in Melbourne!

We further built our relationship this year with the Australian Native Plant Society who are helping us with the pizza oven and HUB landscaping works – we are planning a bush food garden as well planting of other native plants to make this area more user friendly, sheltered and interesting.

Our relationship with Warrnambool City Council continues to deepen with visits from a number of their officers throughout the year and several of the councillors.

F Project assisted with the Expression of Interest process to find an artist to make the water awareness sculpture.

### 4. Work Experience Crews

Our Work Experience crews are at the garden in total for four days a week – from Tuesday to Friday. The way we manage this program changed significantly this year as we now are responsible for employing and managing the supervisors. This was great deal of work to set up but it is now working extremely well for the garden, the participants and the supervisors.

We have two projects – one led by Phil Royle that focuses on garden maintenance work, which keeps our garden looking so well kept. The other project is shared by Peter Austin and David Mitchell, who lead for a day each. This second crew has been working on weed and fruit tree management, tree planting and on the garden shelter. These projects provide great opportunities for learning and on-the-job training. Phil Royle is moving to other work after four years of supervising Work For the Dole programs with the garden and we thank him most sincerely for his positive contribution and presence at the garden.....and we've also loved it when he comes and sings for us as well! Phil will stay connected and we look forward to seeing him around the garden and singing a few tunes with him again!

### 5. Chook Hilton Plans

We have a plan to move our chooks to the food forest area and extend their run and numbers and make the lives of our girls more productive, healthy and happy. If you are interested in being part of the chook crew who help look after and manage the girls let us know – it's a great way to learn about chooks. Next year, we hope to run a couple of workshops for people who are interested in keeping backyard chooks – such a rewarding thing to do.

### 6. Governance

We realised this year through our link with Justice Connect (Not-for-Profit Law) that it would be useful to review our Association Rules to ensure they address every item listed under Schedule 1 of the *Associations Incorporation Reform Act 2012 (the model rules)*. While legally we can choose to do nothing to our Association Rules since the change to the Act in 2012, there may be instances where there is confusion about which rules (ours or the new model rules) we should follow and it could therefore be useful to review and have one simple document. This is a task that we will try and tackle with the new committee during 2016.

### 7. Financial sustainability and management

The WCG Committee managed to secure grants from Gwen and Edna Jones Foundation, A L Lane Foundation, Department of Environment, Land, Water and Planning, Heytesbury District Landcare Network, David and Isobel Jones Foundation and Warrnambool City Council (WCC) totalling more than \$90,000 to the end of June with significant amounts exceeding \$40,000 expected for the remainder of 2015. Our Work For the Dole/Work Experience Program also contributes to some materials for work on site. We have good relationships with our Work for the Dole agencies, our donors and with WCC - built on trust and our ability to deliver on projects. The garden is in a healthy position financially.

Special thanks go to our Treasurer Peter Jackman as he does amazing work helping us manage our membership and plot fees, keys, grants and our overall finance system.

## Finally.....

It's worth noting that Warrnambool Community Garden is run by members, who put their hand up and volunteer to help out. It can be hard work, time-consuming and at times, very challenging, as we sometimes need to deal with things that don't have easy answers. It's also rewarding and fun and you get to learn a lot by being part of one or more of the various teams at the garden.

There isn't a magic formula and there are always things we can do better. We can certainly do more to link what we do at the garden with a more sustainable way of living, which is a core component of our statement of purpose (this follows and we encourage you to read it and see how you think we are doing at the garden against the various elements in this statement).

We get so much positive feedback about how our garden looks and feels and all the various things that happen there from visitors and members. Getting this kind of feedback is one of the many things that helped to keep us going through some of the tough times we had this year.

Thanks to everyone who helped in small and big ways this year to make the Warrnambool Community Garden *a friendly, diverse, peaceful and productive place where we share, co-operate and grow - producing food, knowledge and community in 2015.*

Julie Eagles & Geoff Rollinson  
Convenor & Deputy Convenor

### **Warrnambool Community Garden STATEMENT OF PURPOSE**

1. Develop and maintain a community garden and promote sustainable living in Warrnambool.
2. Cultivate a productive, beautiful and financially sustainable community garden.
3. Support other community gardens in the region.
4. Use organic and sustainable gardening techniques.
5. Strive to include all members of the community in its activities, including individuals of diverse ethnic or cultural backgrounds, religion, age, relative ability or economic circumstances.
6. Welcome all members and visitors into the garden, providing them with opportunities to use and enjoy the garden.
7. Make the garden available as a place for community feasts, events and celebrations.
8. Foster opportunities for different generations and cultures to work alongside, support and learn from each other.
9. Introduce children to the joy of gardening and community.
10. Integrate the arts and foster creativity.
11. Promote gardening as a means of achieving good health and wellbeing.
12. Create opportunities for research, formal and informal learning about gardening, sustainability, healthy foods and co-operative endeavours.
13. Contribute to the preservation and improvement of Warrnambool's natural environment.
14. Respect and work in harmony with nature.
15. Preserve and enhance the biodiversity of indigenous habitat and species.
16. Protect and enhance the genetic diversity of our food.
17. Advocate for the values expressed in this statement of purpose.

# Communal Garden Annual Report

The communal garden area has continued to be productive during 2015 as we use crop rotation of the various vegetable family groups around our main plot beds. The soil in the beds is improving all the time as we learn more about getting a good balance of nutrients and soil bugs and increasing water holding capacity with compost, worm castings, manures and mulches.

Having stockpiles of straw and manure on hand for the communal plots and making it available for private plot holders to purchase has worked well over the past year. Members are reminded to check the signage before helping themselves to these supplies.

The communal plot produce is for all members and we provide signs indicating produce available for picking and other to please leave for a specific purpose such as an event or cooking session. Our experience does tell us that members feel more comfortable sharing the communal produce if they contribute in some way.

Tuesday morning is the main time that members work together in the communal plots. We share lunch on the first Tuesday of the month and recipes selected are based on what's in season in the plots. Any member is most welcome; do note that it helps to come along the week before when we chat about what we will cook and get an idea of quantities required.

Produce has also been available to members on advertised Friday afternoons. Last summer and autumn, we invited all members to these get-togethers between 4-6pm, to harvest, share, swap and have a relaxed catch up near the communal plots. It was also a good time to bring friends or family who might have been interested in becoming a member of the garden.

Proceeds from the sale of fresh produce and preserves as well as some of the manures and straw has enabled us to create a small cash fund to purchase what we need in order to keep the communal plots largely sustainable. Boxes of communal produce (sometimes with contributions from plot holders) have been provided as thank you gifts, raffle prizes or in exchange for work done.

We have been fortunate that several members have reliably taken responsibility for various aspects of the communal gardening efforts and plots including coordination of planting, provision of seedlings, building of compost piles, various 'fix-it' projects, providing a steady supply of worm tea and castings as well as making preserves, soups and frozen vegetables.

The number of members regularly working in the communal plot has grown over the past year and the differing skill interests have made the overall task of maintaining the plots somewhat easier.

In the coming year we are considering having a regular weekend session in the communal plot to enable members unable to come along on Tuesday mornings to support the communal plot, share organic gardening tips and produce and enjoy being in the garden too.

Jennie Miller, Robyn Drechsel and Clare Vaughan  
Communal plot gardeners



## Communal Garden in pictures



# 2014 AGM Minutes

## **Minutes: Warrnambool Community Garden Annual General Meeting held 7pm November 12<sup>th</sup> 2014**

### **1. Opening and Welcome**

- a) **Acknowledgement of Traditional Owners** of the land on which the Warrnambool Community Garden stands, and paid respects to elders, past and present.
- b) **Present:** Geoff Rollinson, Peter Jackman, Hannah Chisholm, Terry Lowen, Pam Roy, Clare Vaughan, Julie Eagles, Fiona Golding and Christian Schultink.
- c) **Apologies:** Gail Lowen, Bruce Campbell, Claire Bishop, Tina Reilly, David Mitchell, Felicity Jackman and Jamie Hayden.

### **2. Business**

#### **a) Previous AGM Minutes**

2013 Warrnambool Community Garden AGM were accepted.  
Claire V moved, Julie E seconded. Carried.

#### **b) Committee Reports**

Geoff asked for the Finance and Annual Statement of Accounts report to be received.  
Peter Jackman presented the WCG accounts. It was acknowledged we should now list individual grants in the Finance Statement and to enable income and expenditure against each individual grant to be easily monitored and reported within the accounting system. Fiona and Peter will explore this and report back to the committee.

Peter moved that the 2014 Finance report The Annual Statement be accepted. Julie seconded. Carried.

#### **c) Annual Report**

Geoff commended the Annual Report and noted that it has been a very positive and constructive year with much achieved in and by the membership, and in terms of engagement of the membership.

Julie moved that the 2014 Annual Report be accepted and Christian seconded. Carried.

### **3. Election of Committee**

Geoff vacated the Convenor's chair, and Peter took on the role of receiving officer.  
The following members were nominated and subsequently 'elected' to the 2014 WCG Committee.

- Julie Eagles- Convenor (nominated David Mitchell, seconded by Jamie Hayden).
- Peter Jackman – Treasurer (nominated Julie Eagles, seconded Bruce Campbell).
- Fiona Golding – Assistant Treasurer (nominated Julie Eagles, seconded Terry Lowen).
- Geoff Rollinson – Deputy Convenor (nominated Bruce Campbell, seconded Julie Eagles).
- Hannah Chisholm – Secretary (nominated Christian Schultink, seconded by Fiona Golding)
- Christian Schultink – Assistant Secretary (nominated Julie Eagles, seconded Fiona Golding)
- Clare Vaughan - Committee Member (nominated Julie Eagles, seconded Bruce Campbell).
- Terry Lowen - Committee Member (nominated Julie Eagles, seconded David Mitchell).
- Pam Roy - Committee Member (nominated Clare Vaughan, seconded Hannah Chisholm).

Julie suggested we continue to share some of the work for the Secretary by rotating the minute taking duty each month. This worked well last year. Clare offered to keep the database of members. Christian offered to hold the phone. Geoff offered to assist Hannah to lodge Annual Statement.

#### 4. **Membership and Plot Fees**

Membership and plot fees were discussed and it was unanimously decided to keep them unchanged again this year.

Geoff moved, Fiona seconded. Carried.

It was noted that The 'Friends of the Garden' category was not a membership category, but a contribution, which allowed past members to remain in touch through the newsletter.

<b>Membership and Plot Fees 2015</b>	
<b>Category</b>	<b>Fee</b>
Adult	\$16.50
Adult Concession	\$11
Youth (up to 25 Years)	\$11
Family	\$27.50
Family Concession	\$22
Not-for-Profit organisation with annual revenue <\$500,000	\$27.50
Commercial organisation or Not-for-Profit organisation with annual revenue >\$500,000	\$55
Individual Garden Plot – standard size is 4mx4m. <i>Irregular plots incur a pro rata fee; please contact Treasurer</i>	\$66
Key deposit (paid once and available to plot holders and committee members only)	\$22
Friend of the Garden (Just to keep in touch & receive electronic correspondence only; no voting rights)	\$11

#### 5. **Meeting closed.**

The date for the next Annual General Meeting was set for 11<sup>th</sup> November 2015 at 7.00 pm.

# 2015 AGM Financial report

Warrnambool Community Garden Inc				
Balance Sheet as at 30th June 2015				
2014	Members' Funds			2015
81,530	Opening Balance			76,109.94
-5,420	Add Net Income			21,966.70
76,110				98,076.64
	Represented By			
	Current Assets			
250	Petty Cash			146.90
	SW C U			
3,651	Cheque Account			61446.78
977	Savings Account			8,594.34
500	Debit Card			500.00
2,691	Sundry Debtors			7550.00
283	Origin Energy			214.74
8,352				78452.76
	Fixed Assets			
0	Shelter Construction		15,912.92	
10,059	Plant and Equipment - at cost	10076.36		
2,434	Trailer Shed - at Cost	2741.23		
56,239	HUB Development - at cost	56,239.23		
68,732				84969.74
77,084	Total Assets			163422.50
	Less Current Liabilities			
183	Trade Creditors		602.27	
791	Key Deposits		805.20	
0	GST Tax Payable		2312.06	
0	Unexpired Grants c/f		61,626.33	
974				65345.86
76110				98076.64

Warrnambool Community Garden Inc				
Profit and Loss Statement for year ended 30th June 2015				
2014	Income			2015
17,600	Grants			90,585.00
	HUB			
369	- Goodwill Credit		0	
1,150	- Solar Contribution		552.77	
0	- Grants		0	
0	- Workshops		0	
			552.77	
1,445	Membership Fees			1,355.00
2,955	Plot Rentals			2,677.50
143	Interest Received			149.60
640	Workshop Income			0.00
0	Hothouse Grant			0.00
95	Donations			56.50
1,396	Fundraising			446.92
716	Compost Bay Project			0.00
0	Forfeited Key Deposits			9.00
215	Sale of Eggs			150.01
81	Communal Plot -Fundraising			1,437.67
26,805				97,419.97
	Less Expenses			
500	Consultants Fees		0.00	
5,000	Green Guide		0.00	
250	Compost Bay Project		0.00	
959	Hothouse		0.00	
576	Shelter		0.00	**
673	Fund Raising		339.59	
25	Subscriptions		35.00	
376	Chook House		235.06	
4,700	DryWall Project		0.00	
152	Insurance		155.00	
583	Administration		412.17	
1,747	Garden Equipment and Supplies		234.09	
197	Lease of Land		201.93	
2,436	Communal Plot		1,444.85	
0	Weed Management		7021.16	
10,691	HUB		1,346.32	
238	Fuel Oil		182.98	
473	Advertising		385.75	
310	Office Supplies		494.50	
272	Postage		150.24	
955	Repairs		397.79	
517	Telephone		706.31	
2	Underpayments		0.00	
25	Key Purchases		5.27	
183	Waste Disposal		12.73	
383	Workshop Expenses		0.00	
0	Bank Fees		6.20	
0	Permit Fees		60.00	
0	Unexpired Gants c/f		61,626.33	
32,223				75,453.27
-5,418		Net Income		21,966.70
	** Refer Balance Sheet			