

RHUBARB CO-OP MONTHLY MEETING
17/8/17
At Barrett House, 6 Barrett Place, Randwick
Meeting start time: 18:45
Meeting end time: 22:00

Agenda

1. Welcome / Apologies / Conflicts of Interest
2. Chairperson / Treasurer / Secretary Report
3. EcoFair Planning
4. Workshop updates
5. Bread
6. Dry Goods Divvy update

Minutes

1. Opening of Meeting

Present

Natacha Bernstein(NB), Lily Murcutt (LM), Helene Zampetakis (HZ), Anne-Marie Giordano (AMG), Rachel Power (RP)

Apologies

Sandra Clark (SC)

Conflicts of Interest

None

It was agreed that the date for the next meeting would be Thursday 21 September.

2. Chairperson / Treasurer / Secretary Report

Chairperson's Report

NB attended the lunch divvy and was impressed with the number of volunteers attending.

Treasurer's Report

	August	July	June
Petty Cash	\$162.25	\$162.15	\$162.15
Bank of Australia	\$6,341.80	\$5,721.81	\$5,277.92
Paypal	\$527.96	\$887.61	\$1,418.58*
Bendigo Bank	\$285.88	\$285.88	\$285.88
Total	\$7155.64	\$7,057.45	\$7,144.53

AMG advised that she will be reviewing the figures on a quarterly basis to ensure that Rhubarb continues to stay financially on track.

Also advised that Rhubarb is to invoice Randwick Council only after a workshop has been completed.

Secretary's Report

LM mentioned that, she and HZ met informally with Peter Maganov from Randwick Council. The following was discussed -

- He would like to help us get more use out of the house but has to work with Waverley and Woollahra councils.
- With regards to Barrett House, should a users' levy (similar to rent) be required, Peter could argue that we provide a quid pro quo service.
- He is suggesting in addition to what we do we also: open the house e.g. Thursday mornings, help with facilitating the business incubator/shed as a showcase for businesses' sustainable technology solutions.
- Once bedded in, we could ask to formalise the agreement. He suggested as an idea that Rhubarb could be the showcase business when there was no other business being showcased. Council could even possibly help contribute funding so we could get a professional photographer etc)
- Will come to a meeting to talk through ideas with us. So we need to invite him to the next couple after August

RP suggested that Rhubarb could consider business incubator themes: Fashions, Schools, Healthcare etc

NB advised that a meeting with Anthony from Waverley council would also be needed.

3. EcoFair Planning

LM went through the Planning Sheet for the Randwick Council Eco-Fair.

NB had sent application forms to council - these were due around first week of August.

LM has created a roster which now has at least one person helping out per hour slot.

Went through the other items on the planning sheet - LM to update this on the file on the Rhubarb Folder on Google Drive.

The members reviewed what was sold last year and discussed what could be sold this year. Was agreed that fruit was popular last year and so apples, bananas and mandarins will be sold this year. Also, RP suggested selling gift vouchers which was positively viewed. LM to inquire with Paul to see if he can implement in time for EcoFair - however, it was agreed that something of this nature would be beneficial for Rhubarb generally and should be progressed regardless of the EcoFair.

HZ will create wording for the Gift Voucher. NB will get in touch with James Hancock to see if he is able to help with the voucher.

AMG suggested instead of the current Rhubarb Flyer which is a coloured postcard sized flyer, that Rhubarb should print out folded A4 information leaflets instead which detail who Rhubarb are with photos of the mixed box etc. It was agreed that the group would consider this for the next fair.

There was the suggestion of creating 'Spa Water' which included filling up a large mason type jar with water and adding slices of fruit, or mint. After some discussion, it was decided that it would be

too difficult to continue filling up the jar, plus ensuring that there were enough cups/vessels to provide people.

It was also suggested that a FAQ about Rhubarb was to be compiled together to hand out to volunteers. LM/HZ to put together.

4. Workshop updates

The upcoming Michael Mobbs workshop was discussed plus preparations for refreshments during the workshop. So far there were 12 tickets sold.

It was agreed that for the next workshop, some additional food would be purchased from Honest to Goodness and paid for by Rhubarb and accounted for within the Workshop spend.

NB will be in touch with Clotilde to decide what will be in store for October.

5. Bread

A fairly lengthy discussion was had surrounding whether to order packaged bread for the Co-op. Samples from Ancient Grains were provided to members. Whilst the bread did taste very nice, concerns were made about the plastic packaging and also the distance the bread would have travelled (they are from Melbourne). Also, payment terms appeared to be too complicated or Rhubarb as it is mainly a cash based business. HZ will discuss with Lo to see what next steps are.

6. Dry Goods Divvy

For the past few weeks, the Dry Goods Divvy has been conducted at lunch. It has been quite stressful on the lunch team and cannot continue in the same manner. RP suggested that we purchase new scales. Also, discussed possibility of using the shed however there are items in the shed that make it difficult. RP and NB will try out shifting the divvy time one hour earlier (i.e. starting at 11.30am). If things don't appear to ease, then it is likely that the time will be shifted back to the evening.

ACTIONS

Action item	Responsibility	Due by
Send out email regarding latecomers	LM	Next Meeting
Create a template to profile individuals at Rhubarb	LM	Ongoing
Rhubarb FAQ	LM/HZ/NB	3 Sept
EcoFair Planning	LM / HZ / NB / SC	3 Sept