

Rhubarb Food Co-Op

ANNUAL GENERAL MEETING: 24 NOVEMBER 2018, 3PM  
BARRETT HOUSE, 6 BARRETT PLACE, RANDWICK

- 1 Acknowledgement of country, welcome to meeting, apologies, attendance and recording of proxies – Nehama Werner

**Apologies:**

Brent Clough	Lo Lau (proxy to Rachel Power)
Anne-Marie Giordano	Leslie Moules (proxy to Natacha Bernstein)
Annie Merindol (proxy to Rachel)	Sandra Clark (proxy to Natacha)
Claire Teschendorf (proxy Rachel)	Clotilde Stauffer (proxy to Natacha)
Lily Murcutt (proxy to Rachel Power)	Deborah Kneeshaw (proxy to Nehama)
Lydia Martel (proxy to Rachel Power)	Nicola Giuliano (proxy to Nehama)
Paul Ceccato (proxy to Rachel Power)	Chris Hudson (proxy to Nehama)
Manuela Callari (proxy to Rachel)	
Tenneille Sean Murray (proxy to RP)	

**Attendance:**

Helene Zampetakis	Caroline Perry
Marie Picq	Peter Stephen
Sita Simons	Maddie Kirkpatrick
Natacha Bernstein	Iain Kirkpatrick
Rachel Power	Jepke Goudsmit
Shalani McCray	Graham Jones
Tania Rakchaev	
Kerry Bergman	

- 2 Proposal that a member is elected to chair the meeting – Shalani elected unanimously

- 3 Proposal to accept the minutes of the 2017 AGM as a true record of the meeting  
Moved: Nehama  
Seconded: Helene

- 3a Brief review of activities and achievements of 2018 – Helene Zampetakis  
(item moved from 9 on the agenda to 3a)

This year has been very busy with a lot of trials and implementation of new systems, a large increase in numbers (recently 40 mixed boxes) and bottom line (Treasurer's Report).

Significantly for members, we extended the incentive scheme to members who volunteer for 30 minutes, providing a 5% discount. This means that every volunteer is now recompensed for their efforts according to how much time they put in.

- During the year, there have been many small practical changes and improvements eg intro of bags instead of baskets, keys for cupboards.

- As well, we have trialled new layout systems with varying effect, including layout of room.
- We also introduced significant changes to systems and procedures in dry goods and fresh produce, with big improvements in several areas.
- With the success of Rhubarb, we have had to make additional changes.
- Council attended a meeting and expressed satisfaction with Rhubarb's presence in the House. This was followed by a visit from the Mayor who was also impressed by our co-op.
- We looked into our mark ups and compared our prices against alternative sources of organic food and found Rhubarb continues to be competitively priced.
- This year we have started working on re-appraising our sustainability standards and sent out a survey to members.

Moved: Caroline

Seconded: Tania

4 Treasurer's report – Marie Picq

Marie presented a brief overview of the Financial Report

We have three accounts – PayPal, Bank Australia and Bendigo Bank.

Overall our total equity is \$18,371.73 as compared with \$9,481 last year.

Membership fees grew to \$1,890 compared with \$1,650 last year.

Rhubarb had four main expenses during the year – PayPal, bank and Eventbrite fees, insurance and supplies.

Overall Rhubarb has a surplus of \$8890.54 for 2018

Workshops generated \$4,251 and paid \$2,055.33 so our profit from workshops is 48%.

Our improved results were generated by a rise in mixed boxes, better management, more bulk purchase and timing in the payment of goods.

Marie was thanked for all the work she has done over the last year, particularly by stepping in during an emergency to become treasurer.

Moved: Sita

Seconded: Nehama

5 Secretary's report – Nehama Werner

In June there was a conference at UTS attended by Lily and Nehama. The first day was interesting but not very useful in practical terms. In contrast, the second day, attended by was particularly useful as there were a number of organic food co-ops and links have been established. We're hoping to strengthen these links to increase our influence to pursue other areas of common interest eg reducing packaging.

Moved: Marie

Seconded: Helene

6 Auditor's report – Anne-Marie Giordano

See Item 4 above.

- 7 Proposal to accept financial statements  
No need to be moved.
- 8 Review of members' survey – Sita Simons  
This occurred in 2018-19 year; results will be circulated.
- 9 Brief review of activities and achievements of 2018 – Lily Murcutt (3a)  
See Item 3a above.
- 10 Review of events and workshops – Clotilde Bolomey  
Clotilde was not available to present but generally, we increased the number of workshops to 4 for this calendar year, 3 have run to full capacity, one had to be cancelled because weather conditions prevented presenter from attending.  
Our workshops are priced very competitively to similar workshops as they are subsidised by Randwick City Council, about which we are appreciative. This increases the reach of sustainability workshops making them affordable for more people.  
Marketing of workshops via Facebook is effective and cost-efficient. Annie presents information about Rhubarb at beginning of workshops which helps spread the word.
- 11 Review of marketing – Annie de Merindol (Annie not present, report attached)  
Website: Annie handed over refresh to Sita. We rank very highly (top 3) on Google for all relevant keyword searches, so should avoid changing content.  
Workshops: our most successful ongoing marketing activity as cost \$10-20 in marketing (via FB) and we can then market the Co-Op directly to a participants.  
Instagram: back on after long hiatus; unable to post directly from Insta to FB  
Facebook: Our audience is 80% women, 40% 35-44yrs, 30% 25-34yrs; up 100 followers on this time last year to nearly 600 (zero promotion); paid marketing for workshops
- 12 Acknowledgement of Randwick, Waverley and Woollahra Councils for providing the space at Barrett House  
  
We respectfully thank Councils for the continued use of Barrett House.
- 13 Proposal that the number of directors be set at 5  
Minimum of 3 directors required according to our registration. Rationale is that an odd number is preferable in terms of reaching decisions and 3 are too few, while 7 too unwieldy.  
Majority rule agreed; one dissention noted: Natacha
- 14 Election of directors  
Sandra's letter of resignation was read.  
Following some discussion, the following directors were elected:  
Director: Helene Zampetakis  
Director: Lily Murcutt  
Director: Rachel Power

Treasurer: Tania Rakchaev

Secretary: Nehama Werner

Helene, Lily and Rachel will take on the role of rotating chair.

Jepke raised the need for a type of Code of Conduct; this was formulated in the early days of Rhubarb; Jepke and Helene to review.

15 Proposal that incoming directors set dates for meetings in 2019

Next meeting: Directors to decide on meeting in December. Once meeting dates for the year are decided they will be circulated.

Meeting closed at 4:17pm