

# Ballarat PERMACULTURE Guild

## Annual General Meeting Minutes

|                         |                                                                                                                                                                                                                                                                                      |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Time / Date</b>      | Tuesday 18 <sup>th</sup> November 2025                                                                                                                                                                                                                                               |
| <b>Venue</b>            | Uniting building, 42a Dyte Parade, Ballarat East.                                                                                                                                                                                                                                    |
| <b>Chair / Minutes</b>  | Alison O'Meara / Sharon Desmond                                                                                                                                                                                                                                                      |
| <b>Member Attendees</b> | James Hosking, Steve Burns, Ellen Burns, Rene De Jong, Barry Gibson, Alison O'Meara (Ali Manns), Sharon Desmond, Fiona Williamson, Denica Layton, Amy Nussbaumer, Stella Leonida, Tunde Meikle, Lee Palmer, Tanika Schumann, Deidre Scott, Sally Smart, Karen Goodwin, Karen Elford. |
| <b>Apologies</b>        | Meredith Alexander, Michael McKenna, Ann Goeman.                                                                                                                                                                                                                                     |

### Chairperson's Welcome

The Chairperson welcomed all attendees and thanked them for their attendance at the Ballarat Permaculture Guild (BPG) Annual General Meeting (AGM). There are currently 136 financial members of the Guild, so a quorum is needed of 14 people or more in attendance. There are 18 members in attendance (including 2 new members), and a quorum was declared. The agenda was confirmed.

### Confirmation of minutes of previous general meetings

Minutes of the 2024 annual general meeting were confirmed.

"That the minutes of the 2024 AGM be accepted"

|        |                |           |              |       |         |
|--------|----------------|-----------|--------------|-------|---------|
| Moved: | Alison O'Meara | Seconded: | Barry Gibson | Vote: | Passed. |
|--------|----------------|-----------|--------------|-------|---------|

### Report on Committee Activities

The Annual Report was presented to the meeting.

- The President, Alison O'Meara recommended the report to the membership as a summary of the activities of the Guild over the last 12 months. The President noted that it has been a very busy year. The President thanked the BPG Committee members for their work over the past year, especially in relation to BPG events.

- The President thanked James Hosking for his contribution to the Committee, in particular for guiding (with Rene de Jong, the Retrosuburbia book club). James will not be standing for election to the Committee this year.
- The President noted the contribution of other Committee members over the past year. The President also acknowledge the contributions of Stephen Taylor, who served as Treasurer for four years, and resigned from the Committee in October 2025, and Annie Robinson-Vidal as Social Media Coordinator (December 2024 to April 2025). The President thanked Michael McKenna for his contribution. Michael will not be standing for election to the Committee this coming year.
- The President noted that she has spent the year exploring BPG events, and enjoyed the teaching and Permaculture elements of the Guild over the past year; including public facing events at Buninyong, Farmer's Market, etc., and the skill share series 'Yard to Yield'.
- The President thanked Barry Gibson for his skills share series 'Build it with Barry'. Barry noted the value in sharing skills with workshops on wicking beds and basic fencing.
- The President acknowledged and thanked the Hidden Orchard team for their energy and commitment over many years. Ellen Burns (President, The Hidden Orchard) thanked Karen Elford and Marianne Hubbard, and noted Marriane's dedication as Volunteer Coordinator.
- Ellen gave a high-level summary of the Orchard Project; including funding received and delays with a lease being granted via VicTrack.
- The President noted that BPG currently has its highest membership ever, and is dedicated to working toward building a sustainable future for Ballarat.
- The Secretary, Sharon Desmond gave a brief review of the previous year's activities.

|                                                                         |                |           |                  |       |        |
|-------------------------------------------------------------------------|----------------|-----------|------------------|-------|--------|
| "That the Annual Report of the Ballarat Permaculture Guild be accepted" |                |           |                  |       |        |
| Moved:                                                                  | Alison O'Meara | Seconded: | Fiona Williamson | Vote: | Passed |

### Annual Financial Statement

The Treasurer, Sally Smart provided a brief report of the Financial Statements, as included in the Annual Report. The Financial Reports were largely completed by Stephen Taylor, during his tenure.

|                                                                                     |             |           |             |       |        |
|-------------------------------------------------------------------------------------|-------------|-----------|-------------|-------|--------|
| That the Annual Financial Statement of the Ballarat Permaculture Guild be accepted. |             |           |             |       |        |
| Moved:                                                                              | Sally Smart | Seconded: | Rene DeJong | Vote: | Passed |

## New members

The President, Alison O'Meara, noted that four new applications for membership had been received prior to the AGM, from Ric Lamont, Sophie Welton, Tunde Mieke and Tanika Schumann.

|                                                                      |     |           |               |       |        |
|----------------------------------------------------------------------|-----|-----------|---------------|-------|--------|
| That the new members of the Ballarat Permaculture Guild be accepted. |     |           |               |       |        |
| Moved:                                                               | Ali | Seconded: | James Hosking | Vote: | Passed |

## Election of Committee Members

The President, Alison O'Meara introduced the election of Committee Members.

This being an 'odd' numbered year, the President and Secretary positions were declared vacant.

Ali handed over to Steve Burns (Vice President) for the election of the President. Steve noted that there is a mechanism in the BPG Constitution with Office Bearer roles to be vacated every two years.

### President

#### Nominations

One nomination for President was received. There being no other nominations, Alison O'Meara was elected unopposed.

Ali thanked the members for endorsing her nomination.

### Secretary

#### Nominations

One nomination for Secretary was received. There being no other nominations, Sharon Desmond was elected unopposed.

Sharon thanked the members for endorsing her nomination.

The Vice President handed proceedings back to the President for the election of Ordinary Committee members.

### Ordinary Committee Members

The President called for Nominations for Ordinary Committee members.

#### Nominations

1. René de Jong
2. Barry Gibson

3. Karen Goodwin
4. Denica Layton
5. Stella Leonida
6. Lee Palmer

There being no nominations in excess of the number of vacant positions, all candidates are elected.

Steve Burns is to continue in his term as Vice President. Sally Smart is to continue her term as Treasurer. Ellen Burns is to continue as a BPG committee member, by virtue of being President of The Hidden Orchard.

There are 11 members of the Ballarat Permaculture Guild Committee (of 12 available positions).

### Confirm Banking Signatories

The President Alison O'Meara noted the current banking signatories are Alison O'Meara, Sharon Desmond, Sally Smart, Steve Burns, Ellen Burns, Rene de Jong, and that these Committee members should continue as BPG banking signatories.

|                                                                              |                |           |                |       |        |
|------------------------------------------------------------------------------|----------------|-----------|----------------|-------|--------|
| That the Banking Signatories of the Ballarat Permaculture Guild be accepted. |                |           |                |       |        |
| Moved:                                                                       | Alison O'Meara | Seconded: | Sharon Desmond | Vote: | Passed |

### Review of Membership Fees

The President introduced the review of Membership Fees.

1-year Single Concession \$25

1-year Single Full fee \$30

2-year Single Concession \$45

2-year Single Full fee \$55

1-year Household Concession \$40

Full Fee 1-year \$45

Concession Household 2 year \$75

Full Fee Household \$85

|                                                              |                |           |               |       |        |
|--------------------------------------------------------------|----------------|-----------|---------------|-------|--------|
| That membership fees for FY 2025 remain unchanged from 2024. |                |           |               |       |        |
| Moved:                                                       | Alison O'Meara | Seconded: | Karen Goodwin | Vote: | Passed |

### Other Business

- i. The President noted that the BPG Committee has considered a review of BPG branding / logo. Members are invited to participate in the review and design. Denica Layton noted the potential capability / capacity to redesign on the website. Members were invited to consider contacts who may be interested in assisting with branding, etc.
- ii. The President invited Permablitz Coordinator, Barry Gibson to give an overview of the Permablitz. Barry noted that a Deputy Permablitz Coordinator to assist in the organisation of Permablitzs would be a valued contribution. Lee Palmer suggested she may be interested to assist.
- iii. Barry Gibson also noted that PIP Calanders are available to BPG members at discounted price.
- iv. Steve Burns noted that an Events sub-committee would be of assistance to the Guild, and requested that interested members get in touch with Committee members. It was noted that sub-Committee members do not need to be members of the BPG Committee.
- v. The President invited financial Members to attend Committee meetings.

### Open Forum - Questions

No questions were received from the floor.

**Meeting closed: 7:25pm**