

PiNZ Council Voice Meeting Minutes

20/12/2017 8pm

Attendees Nandor Tanczos (Chairman) Sean Murphy (Treasurer Alandra Bryant (Secretary) minute taker, Guenther Andrasko James Andrews, Louise Shaw, Lillee Star

Apologies: Robina McCurdy, Kharen Hope

Item	Decision	Action	Status
<u>Minutes 18/11/17-</u>	Draft Minutes on Trello have not been reviewed by Council to be able to confirm.	Secretary to send minutes draft via email directly to each council member who will read and email back to confirm moving forward. Ratify 18/11/17 minutes by next voice meet 17/01/18.	Pending

Matters Arising from Minutes 18/11/2017

Item	Decision	Action	Status
<p>Website Content</p> <ul style="list-style-type: none"> - Lively, interesting and professional text required for the new website to draw reader in. - Tags - Our Stories - Pictures - Footer - Permission - PEG (Permaculture Educators Group) 	<p>Council to produce what is required and edit any existing text ready for new website.</p> <p>Create a full starting List of Tags to be selected by author attached to stories, links and articles.</p> <p>Council members to add own and encourage others to contribute to Our Stories which reflect the range of topics in Permaculture and showcase use of Tags.</p> <p>Need to be added easily by Council and PINZ Members.</p> <p>Do not replicate content on Footer.</p> <p>Check permission for PINZ to separate Ethics and Principals picture by David Holmgren for use on website</p> <p>Lillee given temporary permission to act as verified PEG member to test adding of approved PDC courses on Website prior to going Live in Robina's absence at IPC.</p>	<p>Lillee, James and Kharen volunteered to help Nandor and complete by late October.</p> <p>Council to complete list in Gdrive to be forwarded to Erwan by Nandor and added to website by 01/12/17.</p> <p>Chosen Stories with Tags to be added by 01/01/18. Lou- Gardens, Design, Built Kharen- Education , Alandra- Social, Lillee- Food, James- Techniques,</p> <p>Nandor to request Erwan make this possible on Website by 1/12/17.</p> <p>Nandor to request Erwan follow User Interface #3 instead of #5 Design of Footer.</p> <p>Lou to confirm by next voice meet 20/12/17.</p> <p>Lillee to add a test course to check user ability and report back at next voice meet 20/12/17.</p>	<p>Complete for launch & on going</p> <p>Sufficient list on Gdrive for Launch</p> <p>Pending</p> <p>Complete - already possible</p> <p>Complete</p> <p>Pending</p> <p>Complete Could not add</p>

Hui 2019 -Oceanic convergence 2018 postponed	Ability to have 2019 PINZ Hui in Wanaka as it is War Birds over Wanaka off year.	Robina to look into it and report to Council and next meet 15/11/2017.	Pending
PINZ Hui 2018 - Budget	Council to Review proposed Hui Budget before giving the remaining seed money \$1000.	Louise to obtain a copy of Hui Budget from Jo to provide Council via Gdrive by 31/10/17	Complete
- Stocktake	Request stocktake with budget.	Lou to request documents used by Hui team to be made accessible to the council via Trello by 31/10/17.	Pending
- IPC NZ session	- Gather support and idea's at the NZ Hui May 2018.	Lou to request Jo include a conversational session about the IPC NZ in the Hui timetable by next voice meet 20/12/17.	Pending
- Childcare Activities	Find suitable resources and facilitator to conduct hands on Permaculture projects and workshops for the childcare programme.	Alandra to contact Ami Kennedy about her Permaculture Teaching Resource to discuss opportunity by next Voice meet 20/12/17.	Complete-Declined
Newsletter - IPC	Find a suitable Bio regional Team to volunteer to organise the upcoming IPC NZ with appropriate venue in mind.	Lillee to include request/write up of opportunity in the PINZ Newsletter 21/12/17.	Delayed until IPC date confirmed
- Creation	Lillee creating Newsletter 21/12/17.	Lillee creating Newsletter to be released 21/12/17 on new website template with content assistance from Council. Clare Wimmer as proof reader and editor.	Not complete
- Content	Council Update	Alandra to put together latest Council update alongside Chair Report by 15/12/17	Complete
	Bioregional articles/updates to be requested from three bioregions for Newsletter.	Canterbury- Lillee Kaipara- James Whakatane- Louise Ready by 15/12/17	Not complete
Funding - Funding applications	Council to research what grants and funding we are eligible for to apply.	Kharen to research and report at next voice meet 20/12/17.	Pending
		Guenther to contact Daniel from Eco matters to get advice and discuss opportunities to report at next voice meet 20/12/17.	Pending

Council Reports

Chair- Nandor- Focus on:

- Application for the International Permaculture Convergence which Trish, Margaret and Robina received to take to India Convergence beginning 25/11/17. Nandor will be in contact with Margaret Mid-January 2018 to discuss outcome and report to council.
- Liaising with Erwan (Website developer) regarding changes to the new website since Council F2F 18/11/17.
- Liaising with Richard regarding the current PINZ website down. Host has gone bust and olds site unlikely to be recovered. Nandor will check with Richard if we can get old site running again as discussed with Guenther. Alandra James Louise and Sean keen to focus on launching new website.

Treasurer- Sean –

PINZ Treasurers report 20/12/2017

BALANCE ON HAND: 30/11/2017 - \$5,285.14

Income:

Membership	30.00
Tithe	10.00
Interest	1.98
Givealittle	190
Total	231.98

Expenses:

F2F	600
Web fees	12.00
Total	612.00

Regards
Sean Murphy

- Council is still paying GB Clement \$12p/m via DD. This is assumed to be the cost of the website hosting. Sean has now cancelled this direct debit 20/12/17 confirmed by Nandor.
- Discussed Payment express initial \$178.25 set up fee and monthly fee of \$34.50 for the credit card online payment service on the new website. Council needs to get website up and running to validate this ongoing expense.

Secretary/Membership - Alandra

Secretary and Membership Report PINZ Council voice meet 20/12/17

- Is anyone reading the Draft Meeting minutes on Trello to check they are correct/confirm?
No, email directly to Council.
- The old PINZ website is down again and has been for over a month, I noticed 14/11/17. Richard has confirmed he is aware but no change to website status. *Nandor in discussions with Richard.*
- I have no ability to add new members to old website so will add them to new website ready for launch.
Confirmed
- I cannot find the list of PEG (Permaculture Educators Group) members.
The full up to date list is in the PEG only Lumio Group. Joanna Pearsall has the list.
- The list of Affiliated Teachers I found on the clone from the old website was- 7 contacts – Trish Allen, Kay Baxter,

Margaret Kwok, Robina McCurdy, Cheryl Noble, Emily Williams and Gary Williams.

- What is/where do I find the criteria for being a PINZ affiliated Teacher?
- What is the criteria and who confirms this is completed and where is the list of approved PDC's?
- What are the criteria for getting \$10 per graduate of a PDC?

Dee Turner has all PINZ Affiliated Teacher details.

As listed in my last Report I have Kama Burwell (not a current member), Tania Ashman (NACM), Sharon Stevens (current), and now Klaus Lotz (paid \$25 form membership just now) requesting \$10 membership for their PDC graduates.

Payments received for Membership Sept, Oct, Nov- do we give them Membership from new website launch date since the old website has been down much of the time? *Council numinously agree to add months missed onto new website membership.*

- Can I have the Chair report for Nov 2017 Minutes- *No*
- Website- Nandor had told both Erwan and I that he wanted to Launch before Christmas. After reading Guenther response and Nandor's comments this is not going through now? *No, update Guenthers changes first.*

- Newsletter - Where is lilee putting the Newsletter together?- *Mailchimp is easier than new website template*
 - Have you been in contact for Feedback and editing with Clare Whimmer? *No, next time.*
 - When and how will you send it to me? *Email by 21/12/17.*

Item	Decision	Action	Status
PINZ Affiliated Teachers	A list of PINZ Affiliated Teachers needs to be available to the Membership Secretary for verifying and processing PDC Graduates.	Nandor requested the list from Derina Turner via email 20/12/17 Nandor to forward list to Alandra once received.	Pending
	PINZ Affiliated Teachers are required to keep their PINZ Membership up to date.	Nandor asked Derina Turner to remind affiliated teachers that they need to keep their own memberships current to remain affiliated. In email sent 20/12/17.	Complete
	The criteria of a PAT should be available to the public on the Website for students info and for those wishing to become affiliated along with the contact details to do so.	Nandor to contact Derina Turner to obtain the full details to forward to Alandra by Feb 2018.	Pending
Permaculture Educators Group (PEG) Criteria	The criterion should be listed on website for Members and those who wish to become a member.	Lilee to forward email criteria to Alandra by 21/12/17 for record to be added to new website.	Pending

Item	Decision	Action	Status
Website - Content	Currently we have enough content for the new website launch but an on-going task.	Include in the agenda for our next face to face. Alandra to invite PINZ members to add own content in welcome to new website launch email.	Pending launch

- Tags	Tags are done but more can be added in future	Nandor to give Erwan Tags to add to new website by 01/02/18.	Pending
- Our stories	A few stories added but we need more.	Lou to add some stories by next face to face 31/03/18.	Pending
- Pictures	Permission to use David Holmgrens Ethics and Principals pictures on PINZ new website	Nandor says open source so can use without permission. Lou says she has already got permissions coming.	Pending outcome
<p>Hui Update Hui Team had a meeting 18/12/17 The Hui budget draft available on Gdrive under Hui.. Childcare is being worked on by Niva, Yotan and Lou. Jo also has someone in mind. Council discussed if there should be a requirement to have a registered/qualified teacher and/or with police checks. Ticket costs provided to Council.</p>			
Hui Guidelines	The full details of the Hui Guidelines need to be listed/accessible by Council and Hui Teams moving forward.	Alandra to track down what Hui Guidelines are available and add to new website by next face to face 31/03/17.	Pending
Childcare	Council believe there should be some form of police check available for any facilitator and/or qualification in childcare or Teaching.	Lou to discuss with Hui team and come up with parameters required for Hui Childcare to be discussed with council at voice meet 17/01/18.	Pending
Direct debt tickets Auto payment into Hui bank account managed by Jo	Council decided after 2015 Hui should not have Hui's own bank account again. Council prefers to have lump sum into PINZ online acc through website with the opportunity for members discount to increase membership. Hui bills paid via invoice so what other costs?	Lou to discuss with Jo why she needs to have a separate account for funds and report to Council by 17/01/18.	Pending
<p>News Letter</p>			
Making Permaculture Stronger advert	Advertisement provided by the organisers as is and not our place to say if it meets the requirements of the series.	Lillee to include advert in Dec 2017 issue.	Complete
Write up for IPC	Try to include but very late notice.	Alandra to check if there is any emails from Robina that could be metioned in Newsletter by 20/12/17.	Complete- None
Send out	.	Lillee to email copy of completed Newsletter to Alandra morning of 22/12/17.	Pending

Meeting Closed 10:15pm