

MINUTES PINZ f2f HUI 31 APRIL & 1 MAY@ Ecomatters, Auckland

PRESENT: James, Nandor, Louise, Guenther, Lillee, Robina, Shine

APOLOGIES: Alandra

Sat Morning Minutes

(1) Aotearoa Permaculture Network. co-activate site – has hui guidelines, reports, budget. Louise is going to put this years hui info onto Google Docs, with a link to co-activate.

(2) Hui Bank Account – we are fine with how it is run this year with the separate external hui account, but in future years registration will be paid directly into the PINZ account via the website. Seed funding from PINZ will still be given to that years hui group by request. PINZ council needs to retain a flexible approach.

(3) Membership of PINZ – Have a ‘celebratory approach’ at the Hui. With banners and ‘membership card’. Robina will man that desk on rego day of the hui. It will be right next to the rego desk.

For everyone who attends this years Hui will automatically have a membership at no additional cost. However in the future you will sign up for membership on the website. Future hui will have a signup option for discount.

NB. We will send out advert to the hui each year to our whole database regardless of whether they are members or not. Rejoin PINZ reminder is automatically sent out around membership lapse time.

This years AGM: Opening up time to enable it to be more of something you can contribute to regarding future direction.

Decide on some questions first, so that people come prepared to communicate about those things. Same blog post has annual reports on that.

(Some Ideas: Why did you come? Are your needs being met? How can we do that better?) Why did you join PINZ? Do it as a separate survey of our membership or database.

**What does PINZ need to do to strengthen the Permaculture movement in Aotearoa?
We create some prompts later for this.**

At AGM, bring this question to groups of around 6 people with flipchart paper to write on, to be collated, compared and prioritised, to give focus to

Collation goes into place on website annually so there’s a sequence to generate patterns over time.

Nandor thanks Robina for putting effort into fundraising for Ego Lemos to attend the IPC gathering. His report will go up onto the PINZ website when its up.

How to keep up the momentum for PINZ council? Guenther is asking...

Recommendation is to be aware of our individual seasonal rhythms in order to set a collective rhythm, and being aware that post hui the energy is new and high, and pre next hui (when the major report is needed) the energy is typically low.

Voice-meets: What function do they perform and is there a more productive way of meeting this need of making decisions?

It's got to work for us!

ACTION: Monthly voice-meet is half an hour max – just reports from sub-groups and any decisions needing to be made. Turn monthly hang-ups into place for typical decision-making points needed for the council. Regarding reports, take them as read, and ask 'are there any questions'? Reminder email sent to read reports in advance (Alandra??)

ACTION: Out of this hui now we identify what needs to be done before the annual hui. Create work teams for specified tasks. Sub-group can schedule in their own voice-meets instead. Could just be a rolling google-doc.

How long is reasonable to respond to an email? 3 days

Website

**Self generating site that celebrates the diversity of PiNZ / Checks and balances
Portal for new people, network, info resource, database, billing system , membership
management, advertising**

Who can add content? What is the process? Moderator

Criteria for what goes up.

What is our minimum content?

Where can we add content?

Suggestion tags to remind people to tag and make long term easier.

Photos –different for each page

- Robina to collect and add to Gdrive

- Lillee has added some to Gdrive.

- Erwin to change script so that images do not stretch when uploaded.

Launch critical changes

Generate new content

Tidy up fonts, layout of content –fine tooth comb -Guenther to do.

Live before hui

7th April content and photos by us, membership info.

Claire to final content edit, check budget and give Urwin a budget and changes. –Nandor to coordinate.

20th April AGM announced to members only -big question (See James) -Alandra

19th April Soft launch .Newsflash content all in to Lillee

1 May Reports in

3erd May Hard launch –Newsflash, membership drive, membership imbedded in hui this year- not next year, membership benefits, now is time to post events, stories, services and Annual report link and big question.

6 months later membership drive and another newsletter.

Categories

Resources

This is a curated list of high quality Permaculture resources.

-find content and send link (URL). Nandor can load onto site. Distinguish between NZ and overseas content. Prioritise NZ. Tags. X amounts of categories to encourage people down the right path. Guide at beginning.

Is there space for comments?

Sub categories to evolve eg building technology, education

-Podcasts -

-Videos -Can we have video embedded on page?

-Articles -Policy for posting events and stories on website is that you have to be a member of website to post and a financial member to comment Proposed by Nandor, Seconded by Shine.

-Books- New category, check with

-Newsletters -Lillee to add three.

-Diploma research -members only

-Other -music, blogs, ...

Events -Lillee to add events from newsletters, Louise to update hui event, everyone to add events.

Stop Heading duplicating in preview of event page.

Our stories

This is a collection of –paragraph

–more stories.

About permaculture –links to other peoples ideas.

About

About PiNZ –Links to; Constitution, Council members, Minutes,- Hui; hui guidelines, past hui

Education

Permaculture educators group –change to guild

Ways of getting a permaculture education Robina to send
Diploma mentor list to diploma page
Add intern programme

Membership

-Policy for posting events and stories on website is that you have to be a member of website to post and a financial member to comment
Formalised donation

Contact

Treasurer
Newsletter
Secretary

Fundraising and finances

Geunther

Exult workshops (\$120 a day) -People (who are going to be standing next year) are looking at relevant workshops and bringing proposals to the table.
Tindal foundation, funding NZ

Robina

Funders conservative. Identify tangible funding (conference, project) that had a specific outcome.
Local -practical. Nationwide -image
Strategic planning
Start with our needs and then find funders. Not making projects to fit funding.

Merchandising

T-shirts, patches, re-useable shopping bags
Ethical Criteria, and minimum profit margin
Lillee and Shine to look into organic cotton t-shirts with PiNZ logo -possible for people to preorder at hui.
Lillee is looking into buying copies of Retro-suburbia to have on sale at hui. Long term view -books ordered and then picked up at annual hui. Buy in advance and get the added bonus of bulk buying
Books for the hui; shipping costs, profit margin, down payment, dilemma of time versus profit, better to support booksellers.

Other income streams that celebrate local and are unique. T-shirts, calendar; whakatoki, moon cycles, PDCs, photo competition, story writing competition, future fiction, short story competition, NZ holidays, .

Permaculture awards; nominate people, different categories -contribution to social change.
Certificate -Tara?

PiNZ slot in Organic NZ -Quarterly info.

Finances

Reports are non-audited. Do we need them audited? It costs \$10 000.

No objections to non-audited.

How do we issue and invoice? Shine to sort out with Claire

Confirmation of payments -when you pay to be a PiNZ member.

People should get a receipt -Nandor to check with Erwin.

Donation button that generates a receipt.

Membership

Make sure membership from hui (last years) is transferred to the database.

Normal process sign up, receipt, welcome letter, member (all automated through webpage)

Quick response from emails

Sent straight from database or through website.

Benefits

As well as good karma and the knowledge that you are supporting the running of our organisation, you receive

Collaborative, belonging, strong,

Discounts to the National Permaculture Hui, -collaborative event is the annual showcase and Celebration of Permaculture goodness from all around Aotearoa.

Quarterly newsletters -celebrate, share, update,

Being a decision maker

Fully participate in the direction setting ongoing presence of PiNZ through voting rights at Annual General Meetings / Special General Meetings,

Enhanced access to our website.

- Basic

Post, comment on content

- Professional

Advertise, PDC, Design services

By joining PiNZ you are supporting;

As a **member** you get the following

Help people to get access to information about permaculture.

Promote the benefits of permaculture to a wider audience.

Support/enable/organise annual hui, networking activities - in Britain and internationally.

Support research to build the evidence base supporting permaculture to decision makers.

Run the website to promote courses, and more!

Receive the members newsletter Permaculture Works four times a year.

Attend networking events.

Promote your courses, events, opportunities and jobs online.

Share your story with the permaculture network and beyond!

Reciprocity.

If you love what we are doing then please become a part of our growing team

By becoming a member of PiNZ you will;

Enable PiNZ to reach a wide through stories, newsletters, courses, and events.

Belong to a strong network of changemakers

Co-create the direction of PiNZ in Aotearoa through voting rights at AGM.

Support the ongoing

Promote your courses, events, opportunities and jobs online.

Network with like minded people through our seasonal newsletter, ability to comment on stories and articles

Discounts to the National Permaculture Hui, -collaborative event is the annual showcase and Celebration of Permaculture goodness from all around Aotearoa. Review after 6 months to make sure we are getting an income.

Draft document is in the below link. Nandor to finalize. To be edited by Wednesday the 4th

<https://docs.google.com/document/d/1iTuklKH-V4Qm9ni9dcL36wCVuSlqG66k0wtW0s3zdTU/edit>

Future possibilities

Members only; -to build feeling of belonging

Annual competitions for calendars, t-shirt logo

Book club; bulk order (look into smallest numbers and maybe pricing Structure) at a time, come to the hui and pick up book, book club once a year.

Discounts for PiNZ members; eco store etc...

Moderator to check that people are reciprocating. Eg big business doing lots of advertising and not paying.

Spam -security -sign in process should filter.

-moderator/fusion/webmaster will monitor

Categories

Members get newsletter, site users get archived newsletters

Standard

Accredited designer/teacher

Family

Organisation; use our Logo-to established criteria -substantially demonstrate three ethics, working towards or doing a certain amount, coms plan, newsletters announce new members -must be happy not just tolerant, co-opt,

Decisions

In order to use our logo they they;

Actively working with permaculture in their organisation and well as involved within the permaculture community.

Need to apply to the council to be endorsed.

Newsletter

Effective

2 people to do - Lillee and Robina will carry on doing.

Content scheduled in a couple of weeks before,

Active to passive content gathering? Quality, submission guidelines clear on website, Timelines of submissions clear on website, Newsletter email address to be set up and clear on website and newsletter, Newsletter person being able to send final newsletter through website, shorter feedback loops, link on website to submit (with option to choose newsletter), one in our stories dropdown and one in newsletter dropdown,

Format? Great

Quarterly newsletters

Bioregional reports

Membership drive

Ephasiss, forms,

Membership benefits

Lillee and Robina to look at and feedback to group at hui.

Hui celebrating where we are at and new website -join up here

Facebook website launch -Louise and Lillee by the 10th

Making Permaculture Stronger

Professional level -getting diluted

Open space at hui to cover where to next for MPS

Treasurer's report

5 travel events -usually 4, updated.

More in the budget than estimated.

Fusion costs to finalise and transfer the website.

AGM falls in next tax budget

First downpayment to cover some of Erwin's cost \$1000

Taonga for Erwin cost? \$300

Travel dispensation for next hui hosts to attend? From Invecagill. In retrospect.

Honorary membership for Richard

Other jobs for at AGM -not council

Treasurers at email address on contact page on webpage

AGM

Timeline for hui

Reports 2 weeks before hui

See timeline above to see dates

Jobs for others; Organic NZ writer collective, Site moderator, Calendar, T-shirt, Books,

Comms plan? Rename to clarify what it is

James to distill relevant info from weekend in to Comms plan -also manual.

Possibility for Comms plan to supersede council manual. Review manual and distill relevant part into manual.

Clarity of intent, working document.

Reminder sy

Three main layers; bare essential legal, procedural, clarity and intent of organization.

In manual this is attached to job descriptions

Bring to face to face,

Trello training

Lillee took us all through the basics and some important other organizing tools. Also to send links for easy organisation help

F2F Closed with a beautiful sharing circle and energy send out to the world.