

The Valley Project Trust Incorporated AGM

Fred Hollows Room, North East Valley Community Development Program.

Meeting 14 June 2022

Meeting started: 6:03 pm

Minutes Taken by: James Sutherland

Chair: Rob Thompson and Eleanor Linscott

1. WELCOME/KARAKIA	ACTION(S)	RESPONSIBLE	BY WHEN
<p>Present: (32 People)</p> <p>James Sutherland, Eleanor Linscott, Nathan Laurie, Kate Vercoe, Liam Dell, Hector Guthrie, Terry Ebeling, Christine Keller, Tess Trotter, Sam Patrick, Marc Scallenberg, Chris Aubin, Pam Mckinlay, Brendon Christie, Anna Christie, Emily Peterson, Uschi Heyd, Mariana (Toy Library), Hannah Manning, Krysha Brzuza, Stu Hardisty, Ross Bennett, Steve Walker, Louise hen-Barrish, Melanie Barrish, Julie Broderick, Jess Corbertt, Suzanne Mitchael, Clare Cross, Ian Telfer, James Hardisty, Rob Thompson.</p> <p>Apologies:</p>			

<p>Hon. David Clark, Rosemary Penwarden, Marama Smyth, Radha Forrest, Kathryn Davies.</p> <p>The Karakia was read by Nathan</p> <ul style="list-style-type: none"> • People introduced themselves to each other. 			
<p>2.</p> <p>APOLOGIES AND MEETING HEALTH AND SAFETY</p>			
<ul style="list-style-type: none"> • These apologies were received • Health and Safety was addressed by Eleanor. • Check in with drinks and food and how they would like to proceed. The community was happy for the food to be blessed at the break. 			
<p>3.</p> <p>AGM 2021 MINUTES</p>			
<ul style="list-style-type: none"> • THAT the minutes from the previous meeting of 2021 AGM are recorded as true and correct <p>Eleanor/Ian</p> <p>Motion Passed</p> <p>Point was raised by community member Tess Trotter that there were no actions from that AGM.</p>			
<p>4. ANNUAL REPORT</p>			
<p>Eleanor read the annual report to the community.</p> <p>At the AGM last year, the Executive reflected on the roller coaster year that Covid-19 had brought to our community. The parting words of the report were that “the challenges we have faced over the last year (or few years) have reinforced our confidence that the answer to solving any social problem is community. It may not make it disappear but facing it together we can get</p>			

through anything, and be stronger for it". For many of us this year has been harder than the last. Covid and its ramifications have been felt through all of our lives, in our communities, our homes, and the places we work. Those ramifications are felt in many different ways and impact in ways that may not be seen, but the consequences are felt by many.

If the previous year was a wild ride, this last one was the premium luge ride that none of us wanted. The Valley Project sits in the hub of the community, connecting our lives through the volunteers and projects that bring positive change and improvement to our wellbeing. This year has been challenging for all of us in the Valley Project. We have seen valued Valley Project staff Tess, Jess, Aleisha and Charlotte move on to other roles, and we have had to deal with the horror of repeated break-in's of our community space. The continued impact of Covid has seen the Valley Project having to juggle community access to spaces and social connections and keeping our community safe. We have relied heavily on the support of our community, our staff, and our volunteers. We have leaned on our funders and support systems to help us through.

Break-in's

Having one break-in is stressful enough but having 3 over a short space of time stretched the stress levels of everyone. Our community space is a place for us to feel safe and our community to feel welcome. Hard discussions were had to decide on what protections to put in place that would balance the need for community support, but also provide a secure and safe place for our staff and volunteers. We now have systems in place for that secure and safe place but see this as an ongoing project to work towards.

Staff changes

Tess Trotter and Charlotte Wilson have both been lynch pins of the Valley Project and wider community for a long time. The continued success of the Valley Project is in no small way due to their enthusiasm, support for the community and drive. All of us, community, executive, staff, and volunteers

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thank you both for your effort, mahi and contributions. **(Applause given to Tess from AGM attendees)**

It is only when you take a moment to reflect that you can see how far you have come – and see the positive change and improvement that has occurred.

We have brilliant new staff that have filled the void of key staff leaving. New staff that have managed to take a situation made complex with Covid and work through innovative solutions to make things work for our community.

Kate Vercoe has stepped into the role of manager. Kate had no time to warm up on the side lines but was straight into the game and hit the ground running. Kate's steady hand has sorted through various issues as they have popped up and has proved herself to be more than capable. Thank you Kate – we are very pleased to have you on board.

Welcome to other new staff – Krysha our new Valley Voice Editor. We have all seen the new look to the Valley Voice. Thank you Krysha for telling our stories.

Liam Dell is our new community development person and his first day is today. Welcome to the Project Liam, it is great to have you on the team.

We are grateful to the huge effort of our staff and volunteers through this time.

New project ideas and solutions

Covid has bought out resilience and community focus to our daily lives. Looking at what we can do for ourselves and our spaces.

One of our key projects this year has been the business and community directory, funded by the Ministry of Business, Innovation and Employment. This project has been a focal point of community change, with more startup businesses springing up in the Valley, in particular people starting new businesses from home. The directory is a website of businesses and community organisations and serves as a free resource that empowers

community engagement, building connections across our communities - consisting of Opoho, Normanby, Upper Junction, Liberton, Pine Hill, Dalmore, and North East Valley.

The Food Resilience project has been a key project in this last year, with funding over 2 years from the Ministry of Social Development. KJ Davie is our Valley Kai Coordinator and the lead on this project. Food resilience has been a community focus as we look to our reliance on supply chains and imported food produce for our wellbeing. We also look at the opportunity for what food we can produce as part of our community and look at efficiencies in our own systems.

Kai Share, co-ordinated by super volunteer, Keri Eastwood, has week in and week out, provided substantial food boxes of rescued food for 35 families in need. This food is provided by Kiwi Harvest. Big shout out and thanks to Keri for her mahi.

Open VUE is the biodiversity vision for the Valley Project. A large part of that vision is down to Open VUE's manager Clare Cross, our fundraiser and organizer extraordinaire. OpenVUE is embedded into our community – with funding support from the DCC's Te Ao Tūroa fund, Otago Regional Council's ECO Fund, Lotteries Environment and Heritage, and the Curious Minds Participatory Science Platform. We live in an amazing green space. We share our spaces with the likes of tui, koromiko, karearea, riorio, ruru, and our herald of spring the pipiwhararoa. The work of OpenVUE's Emily Peterson with City Sanctuary will keep the bird song part of our lives.

Strategic Plan

The strategic plan had a facelift this year with a renewed direction of priorities for the community. With a new payroll of staff we reviewed and have tweaked the previous strategic plan from 2019. We have worked through a draft that is

available to view any comments or ideas would be much appreciated, to help create the strategic direction of your organisation.

Grant Funding

We received funding support from different sources in the last year. A key project for us is the Dunedin City Council Place Based Funding. The funding we requested was for contribution to the Valley Project operating costs (including wages of key staff, rent, power). We use that Place Based Funding to help facilitate applying for funding for other key sub projects.

We thank the following for the support of the Valley Project work this year:

- Dunedin City Council, PDF, City Sanctuary SLA, Waste Minimisation
- Lottery Grants Board
- Ministry of Business, Innovation and Employment
- Ministry of Social Development
- DIA – COGS and Lottery Environment and Heritage
- Otago Museum
- Lion Foundation
- Otago Regional Council – Ecofund

We also thank the following for their very generous donations

- Baptist Church
- Valley Community Workshop

And all the others who donated via our Give a Little page. Thank you all so much.

Community Groups

The Valley Project works with other groups in the community on different projects and collaborations. These groups include;

- Sounds Nor'Eastery
- Toy Library
- North East Valley Community Gardens
- Dalmore Community Gardens
- Valley Community Workspace
- Valley Counseling Service

These groups are the foundation of our community – their enthusiasm and drive make our Valley special.

Staff

None of what we have done this year would be possible without the tireless efforts of the Project's staff and contractors this year: Kate Vercoe, Krysha Brzuza , Charlotte Wilson, Jess Covell, Clare Cross, Emily Peterson, KJ Davie, Steve O'Connor and Jess Corbett for managing our finances
Thank you to Steve O'Connor for stepping in to help out staffing during the year.

To all of them, we say a massive thank you.

Volunteers

Last but not least is the many volunteers and our executive members who have put in the hours to support the project.

Volunteers are the key to what makes our community special. We want to acknowledge and thank those important people for their dedication and effort, in particular Keri Eastwood for her work with the Kai Share programme.

We acknowledge and thank all those who have served on the committee and are standing down this **AGM**: Uschi Heyd, Marama Smyth and Nathan Lawrie (VCW liaison). We haven't quite lost Nathan as he is stepping into a different

role as an intern in the project. Ushi and Marama, we thank you for your guidance and sensible advice.
 Ian Telfer is stepping down from the project this year. Ian's contribution over the last few years has been enormous. His work has been tireless, his guidance steady, and his advice spot on. We could not have had a better person in this role. Thank you Ian from all of us.

As we reflect on the challenges of the last year and also look at what we have achieved and how far we have come, it is a chance to affirm that we stand united as a community, we have each other, our connections and networks are what make us stronger. Connect with your family, your neighbours, your environment. This is your place. This is our place.
 Together we are stronger.

- Rob Thomson raised at the AGM the great stuff article recently written about NEV. Can be viewed here: <https://www.stuff.co.nz/life-style/homed/sweet-spots/128683008/the-dunedin-suburb-where-you-can-convert-your-car-into-an-ev--and-play-very-competitive-minigolf>
- Kate Vercoe (Manager) spoke a few words. Kate introduced herself to the Valley Community. Previous job as manager of the farmers market. She feels very humble and enormous shoes to fill from former manager Tess Trotter. She does want to meet everyone at events. She introduced Liam and spoke about her job for the last four months. Kate very happy with the turn out of tonight

Applause was given to Kate.

The report has been noted by the community.

5. FINANCIALS

Ian presented the finances to the committee.

- Ian spoke to Page 7 around finances. Finances are up for the year from community grants. However there will be a small deficit as a result of

the year before around \$30,000. We have used reserves set aside for a running day which was COVID.

- **Assets we have;**
- We have \$230,000 in the bank
- Own a building which is the VCW workspace
- Investment in the VP rooms

- Page 8 which shows our financial position of the project.
 - We have significant investments in buildings
 - Cause for concern is that we are still down in \$70,000 in cash and we are eating into reserves. Can do this short term but unsustainable for the long term.

These will be circulated on the website.

We have not had the opportunity to fundraise and hold events for the community which has further dampened our financial position. This will hopefully change.

- Questions were raised around the Valley Voice. This is a significant cost for us to run for the community. We do get \$15,000 from VCW a year and also \$8,000 in revenue but still does not cover the Voice itself.
- Our three core funders are DCC place based funding, Lotteries, and the third funder changes from time to time.

These will be put on the website once audited by the accountant.

THAT the unaudited accounts for the financial year of 2021/2022 be accepted as TRUE and CORRECT

**Ian/ Nathan
Motion Passed**

<ul style="list-style-type: none"> ● Ian presented the year's budget. Still a few unknowns. Such as Predator Free Sanctuary. We do need to do some fundraising. Creek Fest will be brought back. And there are 2/3 of staff which are supporting the environmental side of the project through openview. However, the next 6 months need to focus on fundraising. ● Steve Walker did raise the question around funding of the place based funding and if it is a multi year agreement. Ian responded that Place Based is for 3 years and this is a significant part of our funding. Lotteries are for one year and will change as a result of the criteria. Have not asked the Otago Community Trust for a couple of years so may need to approach them again. ● Christine asked around the insurance cost of the VCW workspace. Ian responded as a result of the issues around the asbestos roof. ● Steve Walker asked around the cost of the Valley Voice - is it all the wages. Ian responded partially yes, and also the cost of printing which equates to around \$4,000 an issue. <p>Move THAT the Budget for the financial year of the Valley Project be accepted as TRUE and CORRECT. Ian/ Eleanor Motion Passed.</p>			
6. COMMUNITY REPORTS			
<ul style="list-style-type: none"> ● VCW Workspace. <ul style="list-style-type: none"> ○ James spoke to the Control Focus side with conversion of jet boats, cars and EV changes. He also spoke to putting solar panels on the roof. ○ Christine spoke to the Loom Room and the effects of COVID has had on the place. She is running with 4 weekly classes and other community events with around 40 people. She did inform the 			

<p>group that she is working on a project for reusable period products for the community.</p> <ul style="list-style-type: none"> ○ Nathan spoke as VCW reop and the work he undertook there. Such as helping Peter with the bike giveaways, Loom Room Sale, and helping with governance matters. ○ Thank you Nathan for your work. ● Open View - Clare spoke to the slides. <ul style="list-style-type: none"> ○ Over 600 volunteer hours since Jan 2022! ○ Trapping project in collaboration with Predator Free Dunedin's City Sanctuary project ○ Lindsay Creek Restoration Project ○ Chingford Park weeding and planting, planted 200 plants ○ Growing locally sourced seed and seedlings at Propagation Nursery ○ Involvement with various community events and festivals ○ Provide content for the Valley Voice and social media ○ Thankful for help and support from the community and collaborators ○ Garden bird survey is also coming up as well. ● Kai Share - Nathan Spoke to this <ul style="list-style-type: none"> ○ In the last financial year, KaiShare has received 15,079kg of donated kai from our main provider, KiwiHarvest. That's an average of around 43,000 meals! ○ Currently, there are 35 families in the KaiShare whānau. This number has been fairly constant throughout the year, with a steady flow of families listing and delisting from the programme, as individual circumstances change. ○ As part of a nationwide franchise, KiwiHarvest has utilised government Covid response funding to partner with some innovative groups, such as NZ Food Network, who manage huge volumes of - often premium, export quality - items. As a result, our families have received cost-prohibitive items such as 			
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wagyu beef, organic milk and cereals, as well as some top notch produce.

- In addition to the regular deliveries from KiwiHarvest, we have gratefully received donations from the local community. This is something that is really gaining traction with the Pātaka Kai/Sharing Pantry serving as a portal to community kai sharing.
- We are fortunate to have a core group of volunteers helping to distribute food and there is always more hands keen to help. Our tangata just love sharing whatever they have to offer! This is something I'm keen to develop so that KaiShare becomes more self-sustaining in the future.
- We're looking forward to working with the Valley Project in the next few months, especially with ValleyKai, to further enhance the KaiShare experience for everyone; be they donors, volunteers or recipients.

- **Valley Kai - Nathan Spoke to**
Consultation and Outreach

Despite numerous Covid related delays and hurdles last year we held:

- Korero with local food growing groups
- Planting Seeds of Change: Evening of inspiring short talks and community discussion on Food Resilience
- Local Food Planning Hui
- Food Resilience Community Feedback Survey posters in Community rooms & online

Plus developed a relationship with Otago University:

- Supported Masters nutrition students projects:
 - Survey of Kai share participants
 - Food Asset Mapping in the Valley

- Supported Nutrition Intern Rowan Lewis for 5 months

Events and Education

Key events organised:

- Spring Seed & Seedling Swap & Autumn Seed saving workshop & Swap
- Worked alongside Our Food Network - neighbourhood fruit Harvest and hosted Harvest Hub

Education:

- Monthly contributions of Valley Voice articles of local food stories & recipes
- Rowan ran online sessions on School lunches, Preserving and Cooking on a Budget workshop
- Rebecca made videos on reducing food waste & being economic in the kitchen
- Valley Kai on Website
- Grow your own edible herbs workshop
- Pataka Kai Food Pantries
 - Managing North Rd pantry
 - Collaboratively working on Pine Hill Pātaka Kai
- Have Covid Response funding for helping feed the community this winter

People raised questions around food parcels and it was explained that they are

at peak capacity with little room to grow.

- **North East Valley Community Gardens - Pam spoke to this.**

- Spoke to shared morning teas, and retirement of previous members.
- Also share food with the night shelter,
- Attendance at working bees fluctuates with a core of a dozen in the steering committee and up to 30 in Summer. A focus of each working bee is the shared morning or afternoon tea . We down tools to catch up with valley, whanau and gardening news and discuss plans for the next week's work. On rainy days the steering committee will meet to discuss more long term plans including finances, seed bank and crop rotation.
A sad note in the weekly garden minutes earlier the year was the temporary absence of three of our gardening friends during the vaccine pass mandate time period, in accordance with Ministry of Education advice. We look forward to welcoming everyone back to the garden.
- We had a formal farewell to Richard Tozer early in the year in recognition to his founding role and years of hard work in setting up the garden.
- Jenny Roxborough was farewelled for her long service on the steering committee.
Ba Thuy returned to Vietnam after a prolonged stay with family brought about by covid-restricted travel.
- Gretchen Kevill was farewelled recently, another big pair of shoes to fill.
- Pam McKinlay has picked up the contact duties in the meantime for the steering committee.

<ul style="list-style-type: none">○ Other duties have been divvied up amongst the steering committee.○ Thanks and donations.○ Gravel was donated for the base of the shade house (routing of base runners still to come).○ Chipper borrowed from Opoho school for prunings.○ Wood chips for the compost.○ Bailey tank and guttering installed by The North Dunedin Shed Society.○ We continue to be grateful to neighbours for the shared use of water supplied in the boundary taps to keep the gardening growing.○ Everyone has been working really hard to get the beds back into full production and on track for the next season's crop rotation. The garden is looking great and as one gardener said last week "It makes my heart sing". "The garden is looking so good, it's amazing to see what we've achieved."○ We hosted a seed saving workshop and seed swap run by Tammie from Symbiosis Seeds. Tom McKinlay gave a joint Community Gardens Hort Talk at the Botanical Garden with the Green Island Community Garden and the University Sustainability Student Garden.○ We have shared recipes for seasonal vegies at peak times and ensured all food harvest was shared equitably. Any harvest excess has been left in the Valley pantry on North Road, given to elder gardeners in our network and also shared with the Dunedin Night Shelter. During Covid we have delivered garden greens care parcels to members of our community. Joseph Flaherty, a young food writer has visited the garden for produce and to interview members for his column.			
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<ul style="list-style-type: none"> ○ Community gardens are at least 50% people and 50% growing. At the 11 year mark we are growing strong. ● Dalmore community Gardens <ul style="list-style-type: none"> ○ Another lovely year of growing in the Dalmore Reserve Community Garden ○ <u>Highlights</u> ○ More raised beds being built by our lead gardener and all rounder Keith Moffitt, ○ Great berry crops, our first feijoa fruit and success with growing onions. ○ We're hoping for good results with our compost this year to top up our bins too rather than having to buy in compost. ○ Meeting fortnightly our wee group has enjoyed some incredible weather this year and lots of enjoyment working in this beautiful māra with the best view in town. ● Toy Library - Mariana spoke to this <ul style="list-style-type: none"> ○ Share with the playgroup and around 50 families. ○ It has an annual subscription ○ Grateful to the Valley Project which employs one person for 4 hours a week. ○ It serves under the model of community service, sustainability, enterprise and circular economy. ○ Has employed a former refugee. ● Valley Counselling <ul style="list-style-type: none"> ○ Open since 2020, 75 clients seen, 472 client hours. Primarily from Northern Dunedin ○ Majority using the service are students, part time workers, people with sickness or disability. ○ 0.1% of income fee working well. Clients often express their desire to recognise the value of the service offered to them while still being able to pay an affordable fee. ○ Location at Project Rooms accessible, friendly. ○ Increasing incidence of word of mouth referrals – service is 			
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<p>meeting need.</p> <ul style="list-style-type: none"> ○ I am very grateful for the support of Board and staff of the Valley Project ● Sound's n Eastly Choir <ul style="list-style-type: none"> ○ Sounds Nor'Easterly is excited to be in partnership with the Valley Project again. ○ Over recent times the choir has not been running - who would have thought singing would be such a dangerous pursuit! ○ Our group has been going strong for 12 years with around 25 members. ○ We hope to resume in the not too distant future, we try and keep in touch with our members and look forward to coming together again to sing. ○ We would like to acknowledge the generous support we have had from DNI who have provided our rehearsal space for many years. 			
<p>7. RETIRING OFFICERS</p>			
<p>Thanks was given to retiring officers;</p> <ul style="list-style-type: none"> ● Ian Telfer, has been instrumental in the work he has done in both the roles of previous Chair and also more recently treasurer. Your work has been huge and will leave a very big hole in the NEV community and VP itself. Words cannot describe how wonderful you have been. ● Marama Smyth, has been with us for some time now and has been in various roles, including working for the COVID hub. ● Nathan Laurie, first term member has left a huge mark on us with his can do attitude and establishing a strong relationship with VCW. ● Uschi Heyd, first term member has been instrumental with her skills around alternative thinking and communication. Has been an honor to work with you. 			

8. ELECTION OF OFFICERS			
<ul style="list-style-type: none"> ● Uschi spoke and gave thanks to returning officers and the hard work that has been undertaken by them. ● Ross, Marc, Julie, Chris, James, Rob, Eleanor to nomination. ● Ceri, Clare, Radha were absent to speak. <p>THAT the community supports the election of these officers to the executive to work on the Valley Project.</p> <p>Kate/ Tess</p> <p>Motion passed</p> <p>Chair, secretary, treasurer roles – decision referred to executive committee to decide at their first meeting in June.</p>			
9. DISCUSSION - VALLEY VOICE			
<ul style="list-style-type: none"> ● Kate spoke to the main community connector of the Voice for a long time. Has seen costs rise and the need for the community to make some decisions around the Valley Voice. Is there a balance of digital and hard copies? What needs to be driven around this? ● Kate thanked the hard work of Kyrsha stepping into the role. ● Broke into small groups. 			
10. GENERAL BUSINESS			
None raised			

11. CLOSING OF MEETING			
Closed with a waitia: 7.37pm Meeting closed at: Closed with a waitia at 7.37pm			

RECOMMENDATION: THAT the AGM minutes from the JUNE 14 Meeting be accepted as True and Correct.

Motioned:

Seconded:

Signed: