

Brainstormygramme

Tasks and groups

ChuM

- CH functions
- Equipment
- Internal maintenance
- Members' bookings
- Kitchenettes (cooking rosters)
- Key muster
- ...

Permaculture

- Planting gardens
- Composting
- Garden maintenance & equipment
- Harvesting policy proposals
- ...

Design:

Review of design proposals of members and FG

Site management

- Rubbish
- Maintenance of common property (tanks, solar, downpipes & gutters, C building, workshop building, electrical shed, pond...)
- Monitoring projects (MoU)
- ...

Education/Outreach

- Tours
- Education and workshop programme
- Liaison with Trust
- External bookings
- External interface
- Promotion of Earthsong
- Liasing with WCC re MoU
- ...

•Checking messages

Earthsong
Full Group

•Membership/Community life

- Organising FG meetings
- New members & enquiries
- Facilitating on-sales
 - Vege coop
 - Green \$
- Members' issues
- Membership list(s)
- Membership fee
 - Families
- Events calendar
- Decision log & minute archive
- ...

Admin Body Corp (abc)

- BC secretary and treasurer
- Insurance & valuations
- GST, tax, levies, service charges
- S36 and other legal docs
- BC budget process
- Financial policy proposals to FG (e.g. investment of funds, deferments)
- Legal issues
- AGM
- Register for emergencies
- Car parking levies
- ...

E.C. Trust

- External interface
- Legal & financial obligations of Trust
- ...

IT:

- Intranet
- Website
- Email addresses
- Educate
- Server & other hardware/infrastructure
- ...

Workshop

- building common stuff
- managing the workshop facilities & equipment
- ...