

Directors' Meeting

30/7/98

at Ceres, 8 Lee Street, East Brunswick, 3056

Quorem: 5 directors; M. Hanane, K. Wawn, D. Symons, R. Jankovic, J. Willis.

Chair: Matti Hanane, and Rhonda Jankovic. **Minutes:** Jessika Willis.

Agenda:

- Director's Standing down and the newly elected directors.
 - Bank account details
 - Minutes books
 - Chairperson of the Board – carried over until all new directors present.
 - Managing Internet accounts – suggestion and discussion
 - ConFest and Committee – general discussion
 - First Aid
 - Correspondence and New members.
 - Other business
-

Director's standing down: David Cruise, Matti Hanane, Paula Falovic, Laurie Campbell and a vacancy left by Janet Gardner.

New directors: elected at the AGM on Sunday 26th July 1998

Di Parker, Jessika Willis, Bill Elliot and Matti Hanane, newly elected for two years.

Rhonda Jankovic, elected for 3 months (or until next AGM).

Brought forward: Lore Teicher from First Aid, needing to leave.

Asked if we have had a chance to review the First Aid proposal.

Asking us to note;

1. Education on drug use.
2. Minimise harm and assist in needle exchange, which will need funding. Has an offer from Gov. Agency (Needle-Exchange). Needs DTE to become an official needle-exchange organisation. Can be registered for a short time, or annually.

Following a proposal from a team of first aiders at the AGM, Lore appreciates there hasn't been time to consider the whole proposal, but wanted to ask permission to initiate registration of DTE as a needle - exchange agent. Lore is volunteering to ensure the process starts and help monitor it.

Becoming a needle-exchange agent will require extra funding. Organisations can be registered for a short-term or annually. Registration requires individuals to be supported by an organisation. After the initial registration of DTE, any person can register as an agent for DTE.

Motion: To register DTE for a needle-exchange agent with the needle-exchange register, as a co-operative. Lore Teicher to coordinate. Other individuals can be nominated by DTE for ConFest 1998/99.

Prop: D. Symons. **2nd:** K. Wawn. **Carried.**

Cheques needed: AGM \$200, Sec. \$200

Minutes of the last meeting were read.

Motion: "to accept the minutes of 2/7/98 as a true record".

Prop: M. Hanane. **2nd:** J. Willis. **Carried.**

Correspondence:

Richmond Recreation Centre, re membership, dated 22/7/98. Happy for ConFab to be continued.

[Dave Symons mentioned a discussion about ConFab would be useful. For the next directors' meeting.](#)

New members:

- Lore Teicher
- Glenda Toomey
- Ingrid Williams
- Dean Greguric

Prop: M. Hanane. **2nd:** K. Wawn.

Correspondence:

- Cooperative Federation of Vic. Re: the appointments.

- Transitional requirements for Co-operatives registered in Victoria. More copies to be made and given to Directors and interested people.
-

Banking:

ANZ Statement of Accounts:

- Current Account: \$7,540.89
- Business Classic Cheque Account: \$91.75
- **ACTION:** Kay Wawn to account cheque requisitions, as minuted.

Signatures: Signed their signature for Bank requirements.

- Kay Wawn, David Symons, Jessika Willis, Rhonda Jankovic and Matti Hanane.

ConFab: ledger shown by John O'Neil and money has been banked.

Matti Hanane leaves at **9.30 PM** and the **meeting closed** as only four directors present.

Meeting Closed, adjourned for next Directors meeting;

following the RGM, which starts next week, 6th August 1998.

Other Business:

GECO truck - Insurance won't be paid due to the passing over of ownership of the truck to GECO. Clinnick Insurance Brokers 8/12/97 Invoice No:20048/1 Policy No:ME-1268419-PMC.

Letter received, Re: damages claim from an incident at Mama 1993/94 – concerning

Natalie Miling Toyle. (Ref: DO: PS 98/2391). Probably will be dealt with by Public Liability, but we would like to be kept informed.

Robert Harper sustained a back injury whilst moving rubbish on ConFest site. Insurance to be used to cover volunteers, but his bill will be paid to save on excess (\$214.00) (no note from where - will sort it this week).

Bills Paid:

- Rent for Ceres for August (4 payments \$120.00 #1006)
- Rent for Collingwood Leisure Centre (8 evenings 19th April to 26th July \$2100 #1005) taken from directors cheque book, to be reimbursed..

GENERAL DISCUSSION:

(**NOTES ON THE DISCUSSION: JW suggests separate pages/book for discussions. In future, perhaps we can limit minutes to motions and main arguments for and against.**)

Managing Internet Accounts:

DTE has 3 ISP accounts.

- a. 1 x QSIS (med. fast) (limit on time before charging extra)
- b. 1 x QSIS (med. fast) (limit on time before charging extra)
- c. 1 x AlphaLink, (slow, but OK for email) (no limit on time, only quantity)

The Alpha-link account is the perfect account for all DTE members to receive email (for free etc.).

The suggestion presented by Michael Joubert and Jessika Willis is the following:...

Account 'a'

- **for DTE business only:**
- Newsletters, Web page, Directors, Finance & Secretary,
- (Monitored for time, but not necessarily cutoff as work must go on.)
- (A separate 'DTE business' account manager/person nominated)
- (A separate email 'group' constructed, for update info to be sent out, to approved persons)

Account 'b'

- **for Members' to browse.**
- (Monitored for time, and cutoff at 120 hrs)
- (A separate 'DTE general' account manager/person nominated)
- (A separate email 'group' constructed, for update info to be sent out, to approved persons)

Account 'c'

- **for Members' email only.**
- (Monitored but left open, unless file quantity exceeded)
- (A separate 'DTE email' account manager/person nominated)
- (A separate email 'group' constructed, for update info to be sent out, to approved

persons).

- Members can make their own lists, Alpha-link- type accounts can be arranged for Adelaide and Sydney.

ConFest and ConFest Committee

David Symons suggests we need a motion to form a new ConFest Committee.

- Also, need to act as a Board to encourage other to volunteer and act, and the Board to oversee coordination. We might need motions to nominate individuals, and some felt it would be better to use the newsletter to attract and encourage others to nominate themselves for specific areas.

E.g. Cheryl Boston as a Shareholder Secretary.

Do we need to ask for RGM approval in order to increase delegation?

Cheryl Boston: Stock-take needed on site. A budget for \$200 - \$500 suggested, The stock-take is a legal requirement. She wants to start a process search for a site around Cobram and Tocumwal. Jessika Willis and Matti Hanane have continued to collect sample letters, in order to create a letter to be sent to the shires (5 copies to be sent to each Shire), re: DTE site requirements.

David Cruise: 6-12 people needed to move stock on site. Suggestion for a newsletter item to encourage a weekend in October/November. David suggests we may go back to Gum Lodge – so the heavy pipes may not need pulling up. Once all efforts at site searching are done, we should (WILL) know by September or early October.

Rhonda Jankovic suggests if equipment is stolen, we make a police report within one day of realising the theft, e.g. fire and water pumps. David Cruise suggests that the Board act at the time. Agreed.

An Equipment/tool library is needed and a group to be responsible

Duty of directors to list assets. Process needed to manage and delegate.

Requisitions for items can be used as a foundation for a list for different areas.

People involved in each project of ConFest can draw up an Equipment list before ConFest and compared with post-ConFest, using requisitions as a foundation. – Mary Cruise.

Suggestions for a warehouse to store equipment safely – Paul Grant, or a shed close to current site – John O’Neil.

Payment for basics could be budgeted annually, rather than as they come up:

Newsletter

Rent

Insurance

Stationary

Secretary float

ConFab

Tax

David Cruise suggests we keep the same structure for voting at a ConFest Committee, that is, 6 out of 10 meeting attended will validate being able to participate. Inter-state visitors would remain exempt.

Also, David commented on the two newsletter audiences, members and the larger attendance. Felt it would be a good commercial idea to send a newsletter around November to the larger audience. Jessika Willis feels a newsletter should go out in the next month without motions and with previously discussed articles and invitations.

Kay Wawn to write a newsletter item for volunteers.

Don Royal from Sydney had checked over the DTE accounts while visiting Melbourne, out of interest, as a practiced accountant:

Don's comments were that DTE accounts looked better than he thought they would be, after hearing comments on accounts at the AGM. Room for improvement; suggests being patient with the people involved. Paul Grant asked about ticket accounting and made accusations. Asked Don if he thought that the accounting was 'bad' generally. After much insistence from Paul, Don agreed that the accounting is 'bad', but things were not too 'bad'.