

Down-To-Earth (Vic) Cooperative Society Limited

Confest Committee Meeting**Minutes**Date: **Thursday 23 February 2017**Time: **8:10 PM**Venue: **CERES, Learning Centre,1-2 Lee St, Brunswick East VIC**Online: **Various**Meeting Commenced: **8:10pm****1. Election Of Chair**

Chairperson Elected: Fulvio Gerardi

Minute Keeper: Peter Carty

Online Facilitator:

2. Attendance

First Name	Surname	DTE CoOp Member	* Online – screen ID	Workgroup Member
Corinne	Armstrong	Y	Y	OC Governance
Denise	Banville	Y	Y	Director, Site Operations
Ellen	Brogan	Y	Online	Village Coordinator
Peter	Carty	Y	Y	OC&CC Site Ops
David	Cruise	Y	Y	Director
Peter	Cruise	Y	Y	
Kathleen	Ernst	No	Y	
Fulvio	Gerardi	No	Y	Fire Wardens
Steve	Gregory	Y	Y	OC Membership, CC Market
Ian	Hales	Y	Y	Finance Committee
Coral	Larke	Y	Y	Confest History
Robin	Macpherson	Y	Online	Web
Malcolm	Mathews	Y	Y	OC Finance, OC Land Management, CC
David	Mcdonald	Y	Y	
David	Mollet	Y	Y	Family Village Facilitator
Angela	Neal	No	Y	Crafts
Craig	Newcombe	Y	Y	
Lars	Nissen	Y	Online	CC Arts
Peter	O'Shanassy	No	Y	
Walter	Padovani	No	Y	
Bruce	Pinney	Y	y	Arts Village
Trevor	Pitt	Y	Y	Mapping
Mark	Rasmussen	Y	Y	OC & CC Land Management

Darrell	Reid	No	Y	
Troy	Reid	Y	Y	Director, OC, ITC
Donald	Royal	Y	Y	Director, OC, Finance
Martin	Schwarz	Y	Online	Director, Infrastructure
Kate	Shapiro	Y	Y	Director, First Aid
Jennifer	Tarr	Y	Online	
Kristen	Tunney	No	Online	
Greg	White	Y	Y	
Richard	Woodgate	Y	Y	Asset Management
Peter	Tippett	No	Y	
John	Flynn	No	Y	
Peter	Euston	No	Online	
Kristen	Joy	No	Y	
Paul	Rosenberg	No	Y	
Matti	Hanane	No	Y	
Ajit	Singh	No	Y	
Jess	Townsend	No		

Apologies: Kylie Bayens, Chris Waterguy

Quorum Confirmed: YES

3. Confirmation of Previous Meeting Minutes of 23/02/2017

Minutes of the Confest Committee Meetings held on 9 February 2017 and 16 February 2017 have been circulated and were accepted as read by consensus.

4. Budget Briefing

Ian Hales outlined the Budget Application and Claims Procedures:
 Amounts less than \$1000 may be paid by cheque.
 Amounts over \$1000 will be paid by Debit Card.

Receipts are to be surrendered at the Confest Caravan.

David Mollet: Recommended using a receipt book to record cash purchases to keep control of expenditure.

Kristen Joy: Queried preference for people buying before obtaining budget approval.
 David M and Ian: Preferred option is to obtain authorization before spending money. This is simpler for DTE administration.

Lars: How detailed should consumables list be?
 Ian: Receipts will explain it.

Peter Cruise: How about a per capita cost?
 Ian: Submit receipts with summary

Fulvio: Do we need general categories e.g. food?

Elle: Has a preference for a choice with reimbursement when looking for reconciliation and approval.

David M: Can we use Cash and Go cards?

Malcolm: Presented more debit card detail.

Issuing Bendigo Bank Forms.

Approval amount will be forwarded to card.

Debit Card transactions will be fed directly into Xero.

This will enable a spreadsheet showing all individual transactions for each card.

Users will not be able to exceed balance of card without topping up. They will need to use cash or extend card.

Unused funds will be worked out after Confest.

David C: Spreadsheets will be at Confest Caravan. Keep a running sheet.

Kathy Ernst: Can village budget be split between two people?

Can two cards be released?

Elle: Wants process with receipts emailed.

Malcolm: Okay.

Matti: There is a need for cash issued from a Debit Card, e.g. garage sales.

Corinne: What is the 100 point ID check?

Malcolm: Explained the process.

There will be an instruction sheet.

On Line: People are requesting forms.

Malcolm: He will send forms for filling in. Directors will sign.

Don: Regarding Kristen's concerns: People don't have to spend their own money.

Troy: Items over \$1000 need to go to the Board for approval.

Corinne: Finance Committee will assemble applications prior to CC Meeting next week.

Peter J C: When will board be considering capital items?

Troy: They can meet after the CC Meeting.

5. Correspondence – CC Specific: None

6. Village Budget Applications: None

7. Hub Generator

Richard: Generator can be run.

Spent time with Travis. Recommended maintenance is going to be expensive; up to \$30,000.

It is a Chinese engine, so there is no guarantee of reliability.

We will need a backup generator.

Can't risk food loss so options are to hire a unit and coolroom.

Refuelling: Engine has an 80 litre tank. It uses 240 litres over 24 hours.

That is 2400 litres over 10 days. The cost is around \$3500.

The unit needs oil and filters.

Last year Richard used 20 litre containers which had to be filled every eight hours.

To run this year he needs an 800 litre tank on a ute. Cost: \$3500.

He also has to fill petrol cans when he goes to the service station.

Richard: Ute.

The ute is becoming unroadworthy due to the condition of the brakes, engine and rust.
Estimated cost to fix is \$3000.

Mark R: Can't we tow a trailer with a Great Wall?

Richard: Neither of them have towbars.

Craig: How much is a new generator set?

Scouse: \$30,000 with 400 litre tank.

Richard: Aim is to get the generator running for 10 days.

David M: Statutory Warranty

We bought from an Australian company, so have an Australian Warranty.

We need documentation from a registered person about the condition of the genset.

Scouse. The genset is too small. It should have been selected to operate at 75% load capacity.

Richard: the warranty option was not followed through.

David M: Wanted to flag the issue.

Why don't we take the ute to a mechanic with the instruction ;"Just fix it"?

We must have a registered vehicle.

Peter Cruise: Write it (genset) off and start again.

A 20 m3 freezer would cost about \$10,000.

Matti: \$6,000 for a coolroom.

Mark R: We've discussed these options previously.

Why not let Richard do it his way?

Richard: A 3PH generator is a waste of time.

Peter J C: Richard wants to scrub it.

Richard: We don't need it.

David C: Do people want a 3Ph generator?

Richard: Easy to get a 1 Ph coolroom. Plug it in at the Woolshed.

Volunteers to do pickups from coolroom at Woolshed.

Fulvio: Move the Hub to the pole.

Richard: The pole is at the Woolshed.

Chase: Prefer if possible to have some refrigeration at the Hub.

Peter J C: Put a freezer in the paddock (Woolshed).

Hire coolroom and generator for the Hub.

Use ice to keep the container cool.

Scouse: Use 240 V cube next to pole.

Mark R: This year's solution will have to work next Easter. Location is a problem

Peter J C: Matti knows what's needed.

Troy: Need a committee to workshop it.

Richard: Need an effective solution.

Peter J C: Start again.

Matti: 6 x 4 coolroom is enough.

12 – 13 litres of petrol per day.

Could run 2 coolrooms.

Mainstream power is long term. Maybe get a coolroom for this festival. It is portable.

Troy: Information from last year.

Ran out of time for 3 Ph unit to be changed out.

Quote from Premier Hire was \$8,000 incl delivery for a 60 kVA unit.

David C: Get Walter, Chase and one other to thrash it out.

Peter Cruise: Volunteered.

Mark E: Volunteered Scouse.

The committee will be Chase, Scouse, Walter, Richard and Peter Cruise.

They are to come back with recommendation in one week.

MOTION: Selected group to discuss and report to Confest Committee with refrigeration recommendation next week.

9:35 Break

8. Village Project Proposals

Paul Rosenberg: Silent Disco

Wants to work with anyone to make it happen.

Has run silent discos for six years professionally.

Will leave details of options with members.

Option 1: DTE buy equipment (\$3,000 to \$5,000).

Not just looking to provide silent disco. Wants to include silent movie.

Corinne: Has Marty's application been approved before Paul was able to present his proposal?

Paul: Marty's proposal does not include generator and sterilising equipment.

Star pickets and hessian will lead to theft (20%).

Need UV lights.

David C: Marty's proposal includes 200 headsets and chargers to be used in the Woolshed.

Paul: That's not enough chargers.

David C: get on with your proposal; not Marty's.

Paul: Proposal 1 – Hiring

Proposal 2 – Buy.

Marty's supplier will not deliver in time.

Some items won't work.

Paul will supply 300 headsets at no charge with infrastructure e.g. lighting and sterilisation.

If we buy equipment, he can include a quiet generator (inverter generator).

He can offer cheaper equipment.

Matti: We need an itemized proposal.

Ian: We have two directions.

What stage are we at with Marty's proposal?

Peter Cruise: Marty hasn't bought anything yet.

Craig: What happened to DTE's headsets?

Kate: Hagai has them

Paul: He will work with Marty to get a result for Confest.

David M: He is happy to put parties together.

Paul: If DTE buys equipment from him, they will save money and get what's needed. He supplied Moomba). He can also supply lighting and service support.
He suggests DTE buy lights this time. The headsets will be free.
Buy headsets next time.

Corinne: How does proposal compare?

Paul: \$5384 hire headsets with computers, DJs, lighting, bubble and smoke machines.
Purchase is everything except headsets \$11,919.
Stretch tent: Take away \$2000. Need protection for electrical equipment

Matti: Need to establish what percentage of overall budget would be on silent disco.

Paul: Silent disco will bring an extra 100 people to Confest.

Matt: Does not accept justification.

Paul: Fire Twirling and Silent Disco brings people.

Peter T: Doesn't like silent disco. All he hears is 6 years of business experience and offering to work with people to make it successful.

David M: Marty's proposal was passed due to time restraints.

Corinne: That is a duplicity of rules.

Mark R: CC will make the decision. Marty needs to have a chance to respond.

Mark R: Marty is on line. He will talk after Paul.

Paul: He doesn't want Marty to make the mistakes he (Paul) made 6 years ago.

Marty: Not responding. Listening.

Corinne: Thank you, Paul.

Troy: Motion.

Mark R: With Marty's case we are still talking time restraint.. We (he) can't hold out.

Kate: Paul's equipment is here.

Peter Cruise: Equipment is cheaper.

David M: Happy to work with both to get it working.

Motion put by David Cruise and seconded by Corinne:

Silent Disco budget has been approved but expenditure should be put on hold until Paul and Marty present a joint proposal.

Carried by concensus.

Matti: Put it on paper.

Additional Radio Handsets

Peter J C: Budget Proposal for Fire Warden Radios

Troy: How do we allocate Department Budgets?

Confest Committee could spend money before villages have their allocations.

: Is it a capital item?

Corinne: It is in the interests of

our community.

David Cruise: We can wait if necessary

Malcolm:

Training: RFS does not train Fire Wardens

There are companies who can do it.

This is part of bushfire response.

Fulvio: Are there any objections?

Peter J C: Motion put to spend up to \$6050 for 15 additional ICOM handsets for Fire Rangers, Gate Crews, Rangers and Lead Site Ops member.

Motion Deferred.

Volunteer Benefits.

Corinne: Random freebies should not be allocated to members.

Corinne had invited guests where there was outside need. (Special Guests).

Need to keep control of entry to the hub.

Shouldn't have Plus Ones.

Only 24 hour volunteers should have entry.

Similar situation with \$10 Confest Entry.

David Cruise; Members have done 24 hours volunteer labour.

Kate: What about children?

Corinne; Kids can be okay.

David Cruise: \$10 ticket does not give Hub access.

Corinne: Workers' kitchen is for being workers.

Kath: Where do village volunteers stand?

Corinne: What other benefits do you get?(e.g. petrol etc)

Kath: None. Had to buy a special ticket for a guest last year.

Troy: You would be a 24 hour volunteer. That would enable you to eat at the hub.

Kath: Village volunteers could not eat at the Hub last year.

Troy: Terms and conditions did not cater for that when proscribed.

Mark R: Is Hub for members, not non members?

Kath: We are a funded space. At no point did we want to be a village.

We are not like Gypsy or Bliss.

Troy: Are you really a project?

Troy: This is part of Finance's area.

Corinne: Amenities and facilities that benefit.

Fulvio: It doesn't matter as long as you've done 24 hours.

It doesn't matter if you're a village.

Mark R: Personal choice.

Kath: We are providing crafts and a place for people to meet.

Robin: We don't have overflowing volunteer involvement.
It needs money to make a village work.
The Hub is to make volunteers a welcome and feed them
It needs to cater for volunteers but not feed everybody for free.

Kath: Does that mean we are not volunteers?

Village volunteers are not Hub eligible. They are village responsibilities .

Villages are using the Hub kitchen coolroom.

David M: They set up the Family Village five days before Confest and ate at the Hub until the Family Village was set up.
Last year it was hard because it was his first year. He referred to Steve Poynton to interpret. He was advise he would have \$10 entry "next year".
Concern is where is the line. He came early to set up.

Kath: During the festival?

David M: No.

Sourced food and produce.

Liaised with Hub to obtain better food and cheaper.

Was invited to use the coolroom.

Matti: Back to the motion.

David Cruise: We need to deal with a sense of generosity.

E.g. People running workshops.

Trevor: Villages apply for a budget and feed people who don't do anything.

Meeting closed at 11:13 PM