

Down-To-Earth (Vic) Cooperative Society Limited

Board Meeting

Minutes

Date: **Thursday 6th July, 2017**

Time: **10.30 pm**

Venue: **CERES, Learning Centre Rm,1-2 Lee St, Brunswick East VIC**

Online: <https://dte.coop/live.meeting>

Meeting Commenced 10.30 pm

1	<u>Election Of Chair</u>	<i>procedural</i>
	1.1 Confirmation of Agenda: Mark Rasmussen 1.2 Confirm Minute Keeper: Denise Banville	
2	<u>Attended</u>	<i>procedural</i>
	Online: Don, Marty, Peter Carty, Scouse, Robin. In the room: David Cruise, Troy, Mark, Denise, Ian, Kathy, Vanessa, Elle, Malcolm, Aaron, Peter Cruise, David McD, Kristen. Apologies: Kate.	
3	<u>Withdrawal of resignation</u>	<i>Mark</i>
	Mark read the content of the withdrawal of resignation email sent to directors by Bree Nurse. All directors present agreed that we should reply, accepting her letter of proposal of withdrawal, and to further discuss the conditions. Don agreed to compose and send the email. Ian Malcolm and Don said that the addition of an accountant is not needed. Don explained that Bree is doing book keeping and accounting work for us, which is saving money for DTE. We don't need an accountant. We have an external auditor. There was discussion of contractual agreements with Bree. It was also agreed that: - Bree, Malcolm and Ian would be on the Finance email. All others would be taken off. - Only directors would be on the directors email list.	
4	<u>Bills to be paid</u>	<i>Malcolm</i>
	Malcolm read out the bills to be paid. These will be taken to the OC.	
5	<u>Woorooma Letter</u>	<i>Mark</i>
	A letter will be drawn up regarding staying on site without permission.	

6	<u>Ambulance</u>	<i>Mark</i>
	The ambulance has been returned to site.	
7	<u>Keys</u>	<i>Mark</i>
	Discussion regarding who has the keys for the property and containers. Mark and Peter Carty will work on new locks/ keys.	
8	<u>Meeting Closed</u>	
	Meeting Ended 11.45	