

	<p><u>Invoice from Carossu for Marty's Vehicle Repair</u></p> <p>Ian Hales: Need to clarify the issues, Marty's bill is a personal expense he needs to pay it, DTE will not pay Marty's invoice.</p> <p>Peter Cruise: Believes that a Marty's vehicle repair bill sent to DTE is fraud.</p> <p>Marty Schwarz: Disagrees with the fraud accusation, the invoice had his name on it so it was not a hidden expense. Marty will not pay the bill because he was not satisfied with the work done. Marty will ask for the original work order to show that his name and email was listed.</p> <p>Mark Rasmussen: Bills to Carossu are outstanding, he needs to be paid regardless because he did the work being told that DTE was responsible.</p> <p>.</p>	
5	<u>Disbursements</u>	Troy Reid
	<p>Troy Reid: we need a disbursements process, at the moment we don't have one.</p> <p>Malcolm Mathews: Forms need to be revised. Governance (Ian Hales and Don Royal) will set up the forms and follow budget applications. Once the OC has authorised the budget then the relevant committee needs to process the act.</p> <p>Troy Reid: Need to get a report for the board meeting on what directors spend for peer review.</p> <p>Malcolm Mathews: After festival time we can review all committees and crews through the debit card for auditing.</p>	
	<u>Update on Actions Taken List</u>	Coral Larke
	For DTE to be effective, progress on actions to be taken needs a check list and measured against a time line. This list will be sent out on DTE email lists for feedback on updates.	
6	<u>Shipping container for ConFest Bike Crew</u>	Mark Rasmussen
	Motion: Mark Rasmussen to purchase two containers costing \$5.500 delivered to site. Passed By majority	
7	<u>Urgent Policies</u>	Marty Schwarz
	<p>Marty Schwarz: DTE is responsible for employees and volunteers and we are at risk.</p> <p>Denise Banville: was informed at a directors training session that each meeting should contain an allocated amount of time dedicated to OH&S</p> <p>Peter Carty: Directors will be sued and penalties applied if they do not fulfil their legal obligations. There is a FIAT tractor at ConFest that is considered a death trap. Juliet's arm was caught in it.</p> <p>Denise Banville: That tractor should be decommissioned.</p> <p>Mark Rasmussen: Is responsible for Juliet because she volunteers under his team, this is the first time he heard about it. Marty Schwarz: This highlights absent OH&S procedures.</p> <p>Coral Larke: Woodford folk festival have this well under control. They have thousands of volunteers and the first thing one receives is a short OH&S intro online, followed by an induction in person.</p> <p>Kristen Joy: We should get a consultant.</p> <p>Troy Reid: We should ask the 16,000 people on our email list, for qualified and skilled volunteers to apply. We need to have a positions vacant call out for various tasks and this can be included for qualified people.</p> <p><u>Marty Schwarz</u> Motion: To implement OH&S work place policies and to create a committee and appoint a representative. Seconded: Denise Banville. No objections. Passed by consensus</p> <p><u>Denise Banville</u> Motion: At each meeting an OH&S will be included as a standard agenda item. Seconded: Marty Schwarz. No objections. Motion Passed by consensus</p> <p><u>Mark Rasmussen</u> Motion to either sell or get rid of the tractor. No objections. Passed by consensus.</p>	
8	<u>Marty Schwarz Resignation</u>	Marty Schwarz
	Announced his resignation from all duties apart from his work as a director.	
9	<u>Actions to be taken:</u>	

	<ul style="list-style-type: none"> • Create a disbursement form. <i>Don Royal and Ian Hales</i> • Initiate a peer review process for checking expenditures on debit cards for directors . <i>Troy Reid</i> <p>Create a check list for committees and departments expenditures on debit cards for after ConFest. <i>Malcolm M</i></p> <ul style="list-style-type: none"> • Update rules as reviewed by solicitor Mark Williams and for DTE to submit it to Consumer Affairs <i>Governance Committee</i> • Create an OH&S committee and appoint a representative. <i>Marty Scharz</i> • Search for qualified OH&S volunteers online amongst the 16.000 people from the DTE data base. <i>Troy Reid</i> • For OH&S to be an agenda item for each meeting <i>Denise Banville</i> 	
10	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	- No meeting 21 st July.	

Meeting ended 10. 10 pm