

Down-To-Earth (Vic) Cooperative Society Limited

ConFest Committee

Minutes

Date: **25/01/2018**
 Time: **7:30pm**
 Venue: **CERES, Learning Centre Rm,1-2 Lee St, Brunswick East VIC**
 Audio: <http://www.dte.org.au/audiominutes/2018-01-25%20budget%20%20CC%20OC%20ut.mp3>
 Online: <https://dte.coop/live.meeting>

#	Item	Raised by:
1	<u>Meeting Started 8.30</u>	<i>Procedural</i>
2	<u>Election Of Chair</u>	<i>Procedural</i>
	Confirmation of Chairperson: Coral Larke Confirm Minute Keeper: Ellen Brogan	
3	<u>Attendance</u>	<i>Procedural</i>
	David Cruise Andrew Wilkinson Ian Hales Trevor Pitt Troy Reid Ellen Brogan Denise Banville Kathy Ernst Tania Morsman Richard Woodgate Jack Wells Peter Cruise Kate Shapiro Trevor Pit Kristen Joy Ajit Agni Peter Tippet Vanessa Ernst Tony Kenny Don Royal Adam from Belly Jam	
4	<u>Confirmation of Previous Meeting Minutes</u>	<i>Procedural</i>
	18 th Jan 2018 Minutes Moved: Ian Hales Seconded: Coral Larke Amendments: No Amendments Accepted: PBC	

5	<u>Matters Arising</u>	<i>Procedural</i>
	<p>Don - Minutes from 11/01/2018 online look incomplete there are inconsistencies with item 14 in two different versions of the minutes - Sydney Confest motion needs to be checked against the audio</p> <p>Coral - I will check the audio and reissue the minutes</p> <p>Troy - Point of correction – Troy reads the minutes from the 11th Jan</p> <p>Denise – Agreed about the content its just there are two different versions</p> <p>Don – The Minutes are being used by Bree to pay accounts. The ones online need to be realiable</p>	
6	<u>Check on the Motion for Rodeo Budget</u>	<i>Troy Reid</i>
	<p>Troy - Not sure which meeting it was but can anyone recall when we approved a budget for the rodeo to get fixed?</p> <p>David C- I would have assumed that Mark had a budget for that already</p> <p>Denise - Asks Richard if he remembers a date</p> <p>Richard - No I was not across this one</p> <p>Denise - We need chase Mark</p> <p>Troy - Mark asked me to submit a form to the Finance Group and when I went to check for the motion</p> <p>David C - Its been at my brother Peter’s place waiting to be fixed and so we got it fixed locally so it could be driven. So the mechanic will need to be paid</p> <p>Ian H - I spoke to Mark about that invoice and he said he will cover that in his budget</p> <p>David C- That is what my understanding too</p> <p>Troy - Its just that when I checked there seemed to be no motion for that so perhaps I will just submit one for \$1500 to be ratified now?</p> <p>David C- It was my understanding that originally Mark had been given a much bigger figure. He theoretically should have a larger fund that he applies for so that he is not applying for individual repairs each time</p> <p>Ian - We need to tell Scouse about the Rodeo</p>	
7	<u>Radio Report</u>	<i>Denise Banville</i>
	Troy – Tania, Have you spoken to Matt Inghish?	
8	<u>Action Tasks Items</u>	
	Coral – To reissue the 11/01/2018 Minutes	<p>NO PROGRESS</p> <p>WORK IN PROGRESS</p> <p>COMPLETE</p> <p>NO LONGER RELEVANT</p> <p>TAKEN OVER BY ?</p>
9	<u>Correspondence / Payments</u>	<i>Procedural</i>
10	<u>Agenda: Motion</u>	<i>Lars Nissen</i>
	<p>That children under 16 pay \$10, children under 2 are free of charge and both will require tickets</p> <p>Troy confirmed that try booking assigns \$0 ticket for infants</p> <p>Lars – Just wanting clarification that it’s the same as last year</p> <p>Moved by: Lars Nissen Seconded: Denise Banville Accepted: PBC</p>	

12	<u>Daylight Savings – Who has time for it?</u>	<i>Peter Tippett</i>
	<p>Peter T – Daylight savings falls during Confest. Wants clarification on how this will be managed</p> <p>Motion - That Confest adopt the official eastern standard time Moved by: Ian Hales Seconded: Denise Accepted: PBC</p>	
11	<u>Discussion - Cash Sales at Gate</u>	<i>Denise</i>
	<p>Denise – There has been a lot of lively discussion online and requests for the try booking report that is meant to provide all the information. The CC voted that there would no cash sales last year and it still occurred</p> <p>Ian - It is preferred that we do not have cash and the less the better but its going to happen so we should have a proper process</p> <p>Denise - Suggestion that we make a separate process, that is connected to accounting and put someone on this task separately. Suggest Don</p> <p>Troy - This submission is out of order, the facilitator who is ratified to manage this process is not present - defer until next week?</p> <p>Elle - Support deferment</p> <p>Kathy - Consider the whole ticketing process</p> <p>Troy - Evidence?</p> <p>Elle – I have no problem with discussing alternatives, but this is out of order as it sets a precedent of facilitators not being present when their work is discussed</p> <p>Kathy - I was accused of bullying for asking for a report. The whole ticketing process needs to be discussed tonight</p> <p>Elle - What is happening now is an extension of the bullying</p> <p>Coral - Defer this agenda item to the end of the meeting</p> <p>Kathy – I would like to add 'Bullying' to the agenda</p>	
12	<u>Belly Jam – Sharing of their Village equipment</u>	<i>Adam</i>
	<p>Touch base report – Bliss used our kit last year and open for others to facilitate their equipment but whomever uses it, can you please not disperse it without taking responsibilities</p> <p>Adam still has a \$150 musical instrument which is DTE property Adam needs Darrell's contact details Adam would like to offer to purchase a new battery for the instrument and keep it safe</p>	
13	<u>Villages Budget Discussion</u>	<i>Ian Hales</i>
	<p>Budget briefing – All those looking to apply for budget should be present at tonight's meeting</p> <p>Ian - Reads out the guide to the meeting, reiterating that Finance Committee is working on this all year around collecting receipts. Malcolm is still administering the receipts from last year. We need to tighten up this book keeping</p> <p>Each Village needs to take ownership of their paperwork</p> <p>Elle – Concern that if there is a 1 week notice then people need wider publicised notice</p> <p>Ajit - Holi Colours – Concerns that people who want to present something fresh have not been given a chance to</p> <p>Kristen - Post on big Confest page to join Villages– 50 new people in the past week</p> <p>Elle - suggestion to do this over 2 weeks from next week? So that new people have a chance to be present</p>	

	<p>Ajit – I wanted to echoe this for other Villages</p> <p>Ian - We will extend the deadline for budgets another fortnight, paperwork must be submitted submission of receipts up to end of June.</p> <p>Ian - Continues reading summary of guide</p> <p>Kathy - Asks the Villages to submit their paperwork to CC</p> <p>Question – about cash expenditure – support withdrawing the cash with receipts</p> <p>Ian - Exceptional circumstances</p> <p>Elle - Suggestion that the next two weeks we scale back the other CC Agenda items? Feel of the room</p> <p>Lars - Question about receipts</p> <p>Kristen - If we were to have a space in google drive where I upload those documents but will cover the contact details for privacy</p> <p>David - Tax invoices and reimbursements</p> <p>David - Needs to transfer the money from his account to Richards, reimburse yourself for the exact amount of cash purchases</p> <p>Troy - Cloud accounting can handle batches.</p> <p>Malcolm - A lot of second hand stuff doesn't have GST</p> <p>Denise - Suggestion that we send Ian the questions in an email and he can deliver a report</p> <p>Malcolm - Ian and Kristen if we get any applications and people don't have a debit card, can we please let Malcolm know asap its better to get the application process started even if they do not get their budget process</p> <p>Don - People can fill in their own invoice book and have the second hand/budget dealer to fill in their amounts, contacts, abn</p> <p>Kristen – Offer to assess list of applicants for previous debit card holders</p> <p>David – Can we get a bunch of applications</p> <p>Ian – Please let everyone know – 8th and 22nd as budget approval nights</p>	
14	Easter Eggs - \$500	<i>Andrew Wilkinson</i>
	<p>Andrew - fill in the budget forms for the eggs to uphold integrity of the budget process</p> <p>Tania - submit the budget on Andrews behalf next week. Andrew is ok with</p>	
15	Villages – to visit the site in the coming week	<i>Kristen Joy</i>
	Kristen to talk directly with Richard and Tania	
16	Cash Sales at Gate	<i>Denise Banville</i>
	<p>Denise - Happy to defer this agenda item to next week</p> <p>Kathy - The whole ticketing process needs to be assessed</p> <p>Troy - The whole process is managed by roughly 8 people</p> <p>Kathy - How is it that by asking about this I get called a bully by another member</p> <p>Elle - It's the process of how people approached Robin – roughly 7-8 people asking in a range of emails the same questions over and again.</p> <p>Peter Cruise - Why is Robin given the right to do the gate in the first instance</p> <p>Denise - Problems need to be addressed and queries the auditors audit</p> <p>Troy – We agreed this was deferred</p>	
17	Bullying	<i>Kathy Ernsy</i>
	<p>Kathy – I would like to ask Elle why she accused me of bullying</p> <p>Elle – Kathy, I support you personal style but when you join a group of people approaching one individual this comes across as bullying</p> <p>Denise – We need to address Bullying in general. How should we do this?</p>	

	<p>Elle – By offering them an opportunity like we did Ian. To receive emails directly and make up one report to be minuted</p> <p>Denise – We need to also not take questions as bullying</p>	
18	Fuel - \$5000	<i>Andrew Wilkinson</i>
	Andrew – To apply via budget process	
	<u>Carried Resolutions</u>	
	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	<u>Meeting Ended</u>	<i>Procedural</i>
	10.40	