

Down-To-Earth (Vic) Cooperative Society Limited

ConFest Committee

Minutes

Date: 01/02/2018

Time: 7:30pm

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

Audio: <http://www.dte.org.au/audiominutes/2018-02-01%20CC%20OC%20DIR%20ut.mp3>

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

#	Item	Raised by:
1	<b>Meeting Started 8.30</b>	Procedural
2	<b>Election Of Chair</b>	Procedural
	<b>Confirmation of Chairperson:</b> Kate Shapiro <b>Confirm Minute Keeper:</b> Ellen Brogan	
3	<b>Attendance</b>	Procedural
	David Cruise Ian Hales Trevor Pitt Troy Reid Ellen Brogan Denise Banville Kathy Ernst Tania Morsman Richard Woodgate Jack Wells Peter Cruise Kate Shapiro Kristen Joy Ajit Agni Peter Tippett Don Royal Darrell Reid Malcolm Mathews Peter Tippett Lars Nissen Coral Larke Bruce Pinney Andrew Wilkinson	
4	<b>Confirmation of Previous Meeting Minutes</b>	Procedural
	25th Jan 2018 Minutes	<b>Moved:</b> Troy <b>Seconded:</b> Coral <b>Accepted:</b> PBC
5	<b>Matters Arising</b>	Procedural
	Discussed in previous	

6	<b><u>Budget Approval Discussion</u></b>	<i>Procedural</i>
	<p><b>Ian</b> - General budget discussion  <b>Kristen</b> - I agree we need more than 2 weeks  <b>Ian</b> - We can have another budget meeting and we can go ahead now also so we do not deny the applicants who are ready to present  <b>Ian</b> - Suggest plastic zip up jackets for applicants to store receipts</p>	
7	<b><u>Minutes from the 21<sup>st</sup> December need to be seconded:</u></b>	<i>Peter T</i>
	To circulate these again so that they can be appropriately seconded	
8	<b><u>Applicants for Budget:</u></b>	<i>Ian Hales</i>
	This week is: Holi, Craft Café, Bliss	
9	<b><u>Holi Colours:</u></b>	<i>Ajit Anju</i>
	<p>Fourth year in a row, festival from India.  Throwing the coloured powder.  Responding to feedback that the colour is too much but this colour is from ethical source and safe. They support the families in India.</p> <p><b>Lars</b> - If Ajits budget is time critical can we make an exception?</p> <p><b>Motion:</b> Move that Ajits Holi Budget Application be accepted tonight</p>	<p>\$2500</p> <p><b>Moved by</b> Lars  <b>Seconded:</b> Troy (as an exception)  <b>Accepted:</b> PBC</p>
10	<b><u>Cash handling processes at Front Gate</u></b>	<i>Bree</i>
	<p><b>Bree</b> - Wanted to let everyone know that herself, Troy, Robin et al. are working through the recommendations submitted by Don  Troy has made a great cashiers app to which can be used on the cash sales and this then feeds through into try booking  4 shifts with a float which then gets calculated at the end of the shift  2 Independent people (Cash Supervisor) at any given time can tally up the cash to the try booking report. Then collate the cash and shift reports. Put the cash in the safe.</p> <p><b>Peter T</b> - What about if people then sell the wrist bands for cash  <b>Troy</b> - Try booking report will correlate with the  <b>Bree</b> - Michael Hill will audit the wrist bands, complicated and new process may need to iron out wrinkles  <b>Don</b> - Are the wrist bands integral to this cash handling process  <b>Bree</b> - No but it can assist the auditing process onsite.  <b>Don</b> - So cash handling is not dependent on wrist bands  <b>Lars</b> - Question to Troy - Are you setting up \$150 tickets on try booking  <b>Troy</b> - There are different levels of tickets  <b>Troy</b> - Bendigo Bank have Eftpos terminals which they hire out for free to NFP,  <b>Troy</b> - Had procured one but this unit was not appropriate for our uses. Eftpos terminals will move more away from cash where people can use their debit card. It may also be a way we can deposit our cash</p>	
11	<b><u>Activity Space - Craft Café:</u></b>	<i>Kathy</i>
	2016 Craft Café workshop space. Small group expanded in 2017 as people wanted to run workshops. Ended up over crowded so looking to expand to more marquee plus contingency. Similar budget last year and returned \$600 dollars.	\$2460

	<p>Transport from Peter Cruises. Villages need to buy own sink. This is problematic for Craft Café</p> <p><b>Kate</b> - Email this to Kate and we will help you with this.</p> <p><b>Peter Cruise</b> - Will put a sink in for Kathy</p> <p><b>Mark</b> - Was your lock up successful?</p> <p><b>Elle</b> - How many people running Craft Café – 2 Coords</p> <p><b>Kate</b> - Kids Craft Café?</p> <p><b>Kathy</b> - Adults only because she wants to keep it reasonably child free</p> <p><b>Mark</b> - On the transport topic, Mark can transport what you need</p>	
<b>12</b>	<b><u>Village - Bliss/Tranquility</u></b>	<i>Darrell</i>
	<p>Bliss is kitchen in tranquility and Tranquility is area space that is drug and alcohol free</p> <p>One of the principal Coords asked me to adjust the Budget as submitted – From the electricals</p>	<p>\$ 2300 Inc adjustment</p>
<b>13</b>	<b><u>Culture - Confest Library</u></b>	<i>Darrell</i>
	<p>Circulating clothes – better marquee \$600 plus \$100 contingency. Op shop/Free store</p> <p><b>Kate</b> – Suggested that Suse could contribute</p> <p><b>Peter T</b> – Heavy duty clothes racks from Preston</p>	\$770
<b>14</b>	<b><u>Arts Project– Absence Presence</u></b>	
	<p>Artist Darrell Reid – Ephemeral – Alfoil sculptures. Recognises that the Artworks will be resolved to leave no trace.</p> <p><b>Darrell</b> - needs debit card and will talk to Malcolm directly after</p>	\$204
<b>15</b>	<b><u>Activity Space - Second Wellness Space - Sanctuary</u></b>	<i>Trevor</i>
	<p>Trevor Pitt and his wife Mental health crisis intervention. <b>Bonny</b> has contributed to the inventory budget</p> <p><b>Peter Cruise</b> - Queries about the power - they do not need a budget when we can supply?.</p> <p>We need to pass a motion that the DTE Generator is assigned to Wellness Sanctuary.</p> <p><b>Richard</b> - We have a spare generator – But the issue is power and we are really sorting it better this year</p> <p><b>Kate</b> - Propose that Wellness specifies their power needs and take this discussion further offline.</p>	<p><i>Amount will need to be adapted to incorporate the Generator \$700</i></p>
<b>16</b>	<b><u>Arts Project – Landmark – Wood Henge</u></b>	<i>Coral Larke</i>
	<p>Doing this with her friends Series of 2 Land marks where people wrap themselves – discarded wood from Elephants graveyard to make Wood Henge Also Rainbow lights for a front gate sculpture Deadline as Coral wants to go up onsite by next Friday</p> <p><b>Motion:</b> This budget that has a deadline so move that Coral be approved tonight</p>	<p>\$1000</p> <p><b>Moved by:</b> Kate <b>Seconded by:</b> Robin. <b>Accepted:</b> PBC</p>
<b>17</b>	<b><u>Village - Arts Village</u></b>	<i>Ian</i>
	<p>24 years Rebuilding the whole shebang!</p> <p><b>Robin</b> - What is the biggest item - \$2,500 for Food</p> <p><b>Elle</b> - Arts feeds not just their Village Vols but also crew who may drop in</p>	\$9000

<b>18</b>	<b><u>Activity Space - Hammock Village</u></b>	<i>Rob Lethgo</i>
	<b>Mark</b> - Rob who has been connected to Arts Village wants to construct this Hammock Village.	
<b>19</b>	<b><u>Marquee Cost versus Stretch Tent</u></b>	
	<b>Kathy</b> - Is it more viable for some spaces who pay for stretch tents to invest in a marquee?	
<b>20</b>	<b><u>Activity - Easter Eggs</u></b>	<i>Andrew Wilkinson</i>
	See Budget Application	\$500
<b>21</b>	<b><u>Fuel - \$5,000</u></b>	<i>Andrew Wilkinson</i>
	See Budget Application	\$5000
<b>22</b>	<b><u>Village - Poly Space</u></b>	<i>Alison Myer</i>
	See Budget Application	\$2010
<b>23</b>	<b><u>Village - Rainbow Village</u></b>	<i>Bernie</i>
	See Budget Application	\$3070
<b>24</b>	<b><u>Discussion: Tool Library</u></b>	<i>Coral</i>
	<b>Coral</b> - Is there a list? <b>Marty</b> - Yes I can provide a list	
<b>25</b>	<b><u>Discussion: Hub</u></b>	<i>Tania</i>
	Opening the Hub discussion regarding in the 2 weeks prior Proposing that we redistribute some of the load – Arts Village to take 100 people per day and give more budget to Bliss? Bliss has concern about Bliss not being set up to handle folk that early  <b>Lindy</b> - Experience is that the 2 nights before Confest starts is the busiest time in the Hub they are pretty much feeding <b>All</b> - Ongoing discussion about wristbands, We need to tighten up the criteria for who gets fed at the Hub <b>Troy</b> - Have you considered about running recruitment ads for cooks and other Coords	
<b>25</b>	<b><u>Discussion: Can locals attend without paying for tickets</u></b>	<i>Jack</i>
	<b>Motion:</b> That we invite the 500 club to administer it and give them some of old wristbands  ACTION: Jack or Emma to contact	<b>Moved by:</b> Troy <b>Seconded by:</b> Kristen <b>Accepted:</b> PBC
<b>26</b>	<b><u>Maps – Mapping who?</u></b>	<i>Trevor</i>
	<b>Trevor</b> – I can provide the maps  <b>Motion:</b> To ratify Trevor Pitt as facilitator of maps	
<b>27</b>	<b><u>New Ticket Price - Category</u></b>	<i>Troy</i>
	12hr Volunteer for \$50 tickets  <b>Motion:</b> that we introduce a 12 hr volunteer ticket for \$50 presale. These volunteers would have a general admission wristband with no automatic entitlement to be catered for at the hub.”	<b>Moved by:</b> Troy <b>Seconded by:</b> Coral <b>Votes:</b>  Yes=9 Abstain=2 No=6  Passed by majority

<b>28</b>	<b><u>Site Registration for pre-set up</u></b>	<i>Tania and Elle</i>
	Work in progress	
<b>31</b>	<b><u>Meeting Ended 11.05</u></b>	<i>Procedural</i>