

Down-To-Earth (Vic) Cooperative Society Limited

Organising Committee

Minutes

Date: 25th October, 2018

Time: 7:36 pm

Audio: <http://dte.org.au/audiominutes/2018-10-25-%20OC.mp3>

Manual dial: Within Australia: (02) 8015-2088 Meeting ID: 236 280 3611

Status: Confirmed 29th November, 2018

#	<i>It</i>	<i>Raised by:</i>
1	<u>Acknowledging traditional owners of the land.</u>	<i>Respect</i>
	I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to Elders, past, present and emerging.	
2	<u>Meeting Started</u>	<i>Procedural</i>
	7.36 pm	
3	<u>Election Of Chair</u>	<i>Procedural</i>
	Confirmation of Chairperson: Kate Shapiro Confirm Minute Keeper: Coral Larke	
4	<u>Attendance</u>	<i>Procedural</i>
	<ol style="list-style-type: none">1. Banville Denise2. Brogan Elle3. Cruise David4. Ernst Kathy5. Hunt Joy6. Joy Kristen7. Larke Coral8. Gregory Steve (Scouse)9. Macpherson Robin10. Mathews Malcolm11. Nissen Lars12. Rasmussen Mark13. Schwarz Marty14. Shapiro Kate15. Simmons Barry16. Tippet Peter17. Reid John18. Reid Troy19. Royal Don20. Wells Jack	
5	<u>That the minutes of the ConFest Committee meeting held on 04-10-18 be accepted</u>	<i>Procedural</i>

	Moved: Scouse Seconded: Coral Larke Accepted: PCB	
6	<u>Correspondence / Payments</u>	<i>Procedural</i>
	<p>Telstra Bill 22/10/18 18</p> <p>Tbt account 12/10/18 3949.00</p> <p>Cloud 7/11/18 2,336.75</p> <p>Motion: That the bills are paid.</p>	Moved Coral Larke Seconded Scouse PBC
7	<u>Update request on finances</u>	<i>Malcolm Mathews</i>
	<p>Agenda details: UPDATE From the board re Bookkeeper Could the board update the OC about the bookkeeper’s position? When will the subscription in Xero be transferred? Has the Board made any discussion who will have full or write access to Xero? Has the board revised the role and function of the bookkeeper? After the file FYI 17/18 has been sent to the auditor will there be time to correct some of the coding?</p> <ul style="list-style-type: none"> Volunteers have dropbox when DTE employs a bookkeeper they will access the receipts. All Board has read access Bree and her staff has admin access. Bree is not working on this financial year. Board has been processing payments itself. There is a back log of receipts. We are waiting for a replacement bookkeeper to reconcile receipts. <ul style="list-style-type: none"> The board collectively interviewed a bookkeeper, people were comfortable with the applicant. The Board has made a cutoff date for tomorrow so they can be ready for the auditor David Cruise suggested at a previous meeting that we should wait until we have a new board so that we can determine the way to employ the new bookkeeper 	
8	<u>Ply wood for sleeping huts at Woorooma</u>	<i>David Cruise</i>
	<p>Motion: For a budget of \$1600 to for 100 sheets of plywood for Peter Cruise to build sleeping huts.</p> <p>Amendment: That a budget of up to \$1600 is made available for Peter Cruise to purchase plywood sheets, that DTE can pay the invoice.</p>	Moved Lars Nissen Amendment: Coral Larke Seconded PBC
9	<u>Water Bee over budget</u>	<i>Troy Reid</i>
	<p>Motion: To pay the extra;</p> <p>Think Water \$ 4071.52 Moved Troy Reid Second Mark Rasmussen PBC</p> <p>Aquarius Drilling and Water \$2373.98 Seconded Scouse PBC</p> <p>Trenching Machine: \$3500 Moved Mark Rasmussen Seconded Troy Reid PBC</p>	
	<u>Budget requests</u>	<i>Malcolm Mathews</i>
	Motion To have a company to clean the Rhino Tanks \$3000, to be done on 6/11/18	Moved Malcolm Mathews Seconded Troy Reid PBC
11	<u>Repairs to great wall & fire truck</u>	<i>Malcolm Mathews</i>

	Motion: To gain a budget up to \$5000 to work on the fire truck and great wall	Moved Malcolm Mathews Seconded Troy Reid PBC
12	<u>Scrutineers for the election</u>	Denise Banville
	Troy Reid, David Cruise & Denise Banville will work as the scrutineers. That the OC will appoint Denise Banville to work as a scrutineer for the election	Moved Troy Reid Seconded Lindy Hunt PBC
13	<u>Sonny and Bubah left site.</u>	Troy Read
	Sony and Bubbah stayed on site and have recently left after doing various works. Troy wanted their contribution and good works acknowledged.	
	<u>Next Meeting Date & Time Confirmation</u>	Procedural
	<u>Meeting Ended</u>	Procedural
	9.29 pm	