

**Down-To-Earth (Vic) Cooperative Society Limited**  
**Board of Directors**

**Minutes**

**Date:** Thursday the 2<sup>nd</sup> of August 2018  
**Time:** Around 10pm  
**Venue:** CERES, Learning Centre Rm,1-2 Lee St, Brunswick East VIC  
**Audio:** On line meeting  
**Mobile:** +61280152088,,2362803611#  
**Manual dial:** Within Australia: (02) 8015-2088 Meeting ID: 236 280 3611  
**Status:** Confirmed 6<sup>th</sup> September, 2018

#	Item	Raised by:
1	<b>Acknowledgement to country</b>	
	I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to Elders, past, present and emerging. Kate actually said a lengthy acknowledgement and it is fully on the Audio.	
2	<b>Meeting Started</b>	<i>Procedural</i>
	<b>Around 7.43pm (around)</b>	
3	<b>Election Of Chair</b>	<i>Procedural</i>
	<b>Confirmation of Chairperson: Kate Sarah</b> <b>Confirm Minute Keeper: Tania Morsman</b>	
4	<b>Attendance</b>	<i>Procedural</i>
	Mark Rasmussen, Richard Woodgate, Zoe Johnson, Kate Sarah, Tania Morsman, John Magor, Darrell Reid, Kathy Ernst, Don Royal, Lars Nissen, Martin Schwarz, Robyn Macpherson, Malcolm Matthews, Kristen Joy Tunney, Peter Tippet, Troy Reid, Steve Poynton, John Reid, Peter Cruise, David Cruise, Craig Newcomb, Juliet Jae, Barry Simmonds, Coral Larke, David McDonald, Viola Morris	
5	<b>That the minutes of the Board of Directors meeting held on 19<sup>th</sup> July 2018 be accepted</b> <b>Not accepted – Tania to listen to audio refer to next Board Meeting</b>	<i>Procedural</i>
	<b>Moved: Don Royal Seconded: David Cruise Amendments: Accepted:</b>  <b>Matters arising</b>  <b>Agenda item 2 on the 19<sup>th</sup> July</b> <b>Repropose agenda items to be confirmed re: seconded</b> <b>Mark re: seconded re: keys</b>  <b>Tania to verify audio and re submit.</b>	
6	<b>Correspondence / Payments</b>	<i>Procedural</i>
7	<b>Action Task List</b>	<u>NO PROGRESS</u> <u>WORK IN PROGRESS</u> <u>COMPLETE ☺</u> <u>NO LONGER RELEVANT</u> <u>TAKEN OVER BY ?</u>
8	<b>Agenda Items</b>	
9	<b>Agenda item ID: 641</b>	

	<p>Date: <b>2018-07-31 18:57:49</b>  Agenda item: <b>Membership Applications</b></p> <p>Agenda details: Consider new membership applications</p> <p>ITEM: Troy Reid</p> <p>Motion: That the following people be accepted as members</p> <p>Moved By: Troy Reid  Rohan Levey (1850)</p> <p>Peter Humphries (1851)</p> <p>Nina Schoenborm (1852)</p> <p>seconded: Kate  Result: Membership passed by consensus</p> <p>Don referring membership  Moved by Don  Seconded by Kate Sarah</p> <p><b>Ray Higging (1853)</b></p> <p><b>Victor Whitewood (1854)</b></p>	
10	<p>Agenda item ID: <b>642</b></p>	
	<p>Date: <b>2018-08-01 10:33:37</b>  Agenda item: <b>Bree's email</b></p> <p>Agenda details: Finance related matters</p> <p>Motion: To be discussed</p> <p>Item by: Martin Schwarz</p> <p>Defer to OC.</p>	
11	<p>Agenda item ID: <b>439</b></p>	
	<p>Date: <b>2018-05-16 07:44:07</b>  Agenda item: <b>Progress of previous agenda items</b></p> <p>Agenda details: This lid has man items listed from quite some</p>	

	<p>time ago. Eg 21st September 2017 enquiring if the wristbands have been ordered ? Several items concern procedural matters for the Easter ConFest. Some items are listed several times. I wonder if the questions have been answered or matters attended ? What is the process to keep this list up to date ? Must we consult the minutes of meetings to learn if s matter has been considered and finalised ? How do we find out which meeting has considered a matter ? Perhaps this list needs another section to show which matters have been / are being considered / are being actioned ?</p> <p><b>Deferred till David is present</b></p>	
<b>12</b>	<b>ITEM : from Troy Reid</b>	
	Matters arising (from a previous Board Meeting) wellness seeking a response regarding a report from Kate – Kate says she has not finished it.	
<b>13</b>	<p>Mediation between Robert Legg Bag and Craig Newcomb – Kate says the item is limbo and will be dealt with in a discussion but in a closed forum. Kate says it should be dealt with from external services. More information on Audio.</p> <p>Refer to karma for a complaint review RE: Mark Viola and Marty: put in a process.</p>	
<b>14</b>	<b><u>CORRESPONDANCE</u></b>	
	Malcolm Matthews -	
<b>15</b>	<p>Outstanding Receipts - 306 transactions on debit cards outstanding and no receipts have been sighted – 167 of them Directors</p> <p>Mark: directors should be leading by example and he needs to hand his in and that directors put them in. How can we look at speeding up the process – talk to Bree.</p> <p>Peter and David Cruise have outstanding and will do them in the next couple of days.</p> <p>Troy – has an arrangement with Bree and he is late by two days.</p> <p><b>More on audio</b></p>	
<b>16</b>	<p>Malcolm - Progress of CONFAB</p> <p>Raised at a meeting about swapping banks and set up bank account for CONFAB – what is the update to setting up an account</p> <p>Troy - it is going to be discussed Wednesday Bree</p> <p>How does the board feel about the appropriation that CONFAB received regarding bank signatories?</p> <p>Robin – as a member this shouldn't be a forum to be dealt at the directors meetings –</p> <p>Conversation regarding CONFAB bank account</p> <p><b>Refer to THE AUDIO for full disscussion</b></p>	
<b>17</b>		
<b>18</b>		

19		
20		
	<b><u>Carried Resolutions</u></b>	<i>Procedural</i>
	<b><u>Next Meeting Date &amp; Time Confirmation</u></b>	<i>Procedural</i>
	<b><u>Meeting Ended</u></b>	<i>Procedural</i>
	9.12pm	