

Down-To-Earth (Vic) Cooperative Society Limited

ConFest Committee

Minutes

Date: 8th November, 2018
Time: 7.30 PM
Venue: Ceres Learning Centre, Lee St East Brunswick
Audio: <http://www.dte.org.au/audiominutes/2018-11-08%20CC.mp3>
Register on line: <https://dte.coop/live.meeting>
Zoom Connect: <https://dte.coop/to/zoom>
Phone Connect: (02) 8018 2088 Meeting ID Number 2362803611
Status: Confirmed 12th December, 2018

#	Item	Raised by:
1	<u>Acknowledging traditional owners of the land.</u>	
	I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to Elders, past, present and future.	
2	<u>Meeting Started</u>	<i>Procedural</i>
	7.30 pm	
3	<u>Election Of Chair</u>	<i>Procedural</i>
	Confirmation of Chairperson: Kate Shapiro / David Cruise Confirm Minute Keeper: Coral Larke	
4	<u>Attendance</u>	<i>Procedural</i>
	David Cruise Hunt Lindy MacPherson Robin Mathews Malcolm Morsman Tania Nissen Lars Pitt Trevor Rasmussen Mark Reid John Reid Troy Tippett Peter Schwarz Marty Shapiro Kate Wells Jack	
5	<u>That the minutes of the ConFest Committee meeting held on 11th October, 2018 be accepted</u>	<i>Procedural</i>
	Moved: Kate Shapiro Seconded: Scouse PBC	
6	<u>Sydney ConFest 2019</u>	<u>TROY REID</u>
	Budget request Gathering Details: Sydney ConFest, 2019 Australia Day Long Weekend Start: 6 am Wednesday 23 January 2019 End: 6pm Monday 28 January 2019 Location: Glenworth Valley Horse Riding Pty Ltd B1/B2 69 Cooks Road, Glenworth Valley NSW 2250 Motion: Budget request for the operating costs Application for funding (\$11,050) of January 2019 Gathering (23 - 28 January) at Glenworth Valley for the Sydney ConFest 2019	MOVED TROY REID SECONDED KATE SHAPIRO PBC

7	<u>Sharepoint password reset</u>	<i>Robin MacPherson</i>
	<p>Agenda details: Can we explain to registered members who have lost their passwords on how to set new ones? Troy is the only person who can reset a person's password. They will need to email Troy with the request. He is looking into software that enables automated password reset service through their mobile phone but does not have that yet.</p>	
8	A complaint was sent to Karma and to multiple addresses	<i>General discussion</i>
	<p>Tania Morsman: Whatever the complaint is, it needs to be honoured, this includes the person who the complaint is about and the members of Karma who will facilitate it, Tania put her hand up to set up systems in Karma that respects its members. Sending complaints to both Karma and active sparks a confrontation of emails between members that can potentially effect the impartiality of those who are on the review panel. People involved in Karma need to have confidence in the process and trust that they are not pressured by a vocal portion of the community.</p>	
9	<u>That the host is identified and recorded in meetings.</u>	<i>Peter Tippett</i>
	<p>Motion: That the host is identified and recorded in meeting minutes. 1. Hosts are identified and recorded in the minutes.</p>	<p>Moved Peter Tippett Seconded Lars Nissen PBC</p>
10	<u>Hosts are not to mute or remove anyone from a meeting without being directed by the chair</u>	<i>Peter Tippett</i>
	<p>Motion: The host should not mute or remove a person from the meeting without direction from the chair. Amendment: The host should not mute or remove a person from the meeting without direction by the chair and the room informed. <i>Technicality: The motion cannot stand as the voting process was not complete. Chair did not call out for objections and passed/failed un-announced. Audio 27.00</i></p>	<p>Moved: Peter Tippett Amendment: Kate Shapiro Seconded Lars Nissen</p>
11	Payment of ConFest Invoice	<i>Kate Shapiro</i>
	<p>Budget Request: That \$670 (\$650 plus \$20 delivery) be transferred to First Aid facilitator (Kate) card for payment of McPherson Resus A Pac invoice.</p>	<p>Moved Kate Shapiro Seconded Scouse PBC</p>
12	Use of trailers	<i>Lars Nissen</i>
	<p>Motion: That Mark takes the requested trailer to Peter C. within the next three days. Action: Mark Rasmussen & Peter Cruise will speak offline regarding the trailers.</p>	
13	Request for new debit card for Jude (Judith) Murray (First Aid)	<i>Kate Shapiro</i>
	<p>Budget Request: Request for debit card for Judith Murray co-facilitator, First Aid. Motion: That Judith Murray be issued a debit card (immediately).</p>	<p>Moved Kate Shipiro Seconded Lindy Hunt PBC</p>
14	First Aid consumables top up	<i>Kate Shapiro</i>
	<p>Agenda details: The cottage needs a top-up of First Aid consumables Motion: That a budget of \$200 be granted to top up the First Aid consumables at the Cottage.</p>	<p>Moved Kate Shipiro Seconded Lindy Hunt PBC</p>
15	<u>Discussion on First Aid</u>	<i>General discussion</i>
	<ul style="list-style-type: none"> • A incident report book is needed • An inventory of first aid is needed • A record of where first aid equipment is kept is needed. Trevor Pitt could not find a splint when wrapping Troys broken arm and improvised with a box. 	

	<ul style="list-style-type: none"> • Tweezers needed <p>Action Item: Kate Shapiro will organize an update of first aid in the cottage</p>	
16	<u>PPE High Viz Vests</u>	<i>Kate Shapiro</i>
	<p>Can we organise some PPE and Safety Vests for December/Jan working bee.</p> <p>Motion: That a budget be allocated to a facilitator card for the purchase of a top up of PPE.</p>	Deferred
17	<u>Debit card</u>	Steve Gregory
	<p>Motion: That a debit card be issued to Steve Gregory (Scouse) for purchases he may make on behalf of the cooperative.</p>	<p>Moved: Scouse Seconded Tania Morsman PBC</p>
18	<u>Chair</u>	Steve Gregory
	<p>Scouse's interpretation of Rule 38 means that a Director cannot be the chair. David explained that this interpretation is incorrect.</p> <p>Motion: Than no Board Members can Host or Chair any meetings other than Board Meetings as per Rule 38. That we as a Society nominate 3 to 5 Ordinary Members ASAP to represent the Membership as Officers presiding at all meetings other than Board meetings and these Officers are to either be Chairperson and / or Host.</p> <p>General discussion David Cruise would like to see a leadership representation on the standing committees. Scouse wants David Cruise to continue as the chair regardless if he is a director or not.</p>	<p>Motion Withdrawn</p>
19	<u>Passed resolutions</u>	<i>Procedural</i>
	<p>Sydney ConFest 2019: Budget request for the operating costs Application for funding (\$11,050) of January 2019 Gathering (23 - 28 January) at Glenworth Valley for the Sydney ConFest 2019 Moved Troy REID SECONDED KATE SHAPIRO PBC</p> <p>That the host is identified and recorded in meeting minutes Hosts are identified and recorded in the minutes. Moved Peter Tippett Seconded Lars Nissen PBC</p> <p>Request for debit card for Judith Murray co-facilitator, First Aid Budget Request: Motion: That Judith Murray be issued a debit card (immediately). Moved Kate Shipiro Seconded Lindy Hunt PBC</p> <p>First Aid consumables top up Budget Request: That a budget of \$200 be granted to top up the First Aid consumables at the Cottage Moved Kate Shipiro Seconded Lindy Hunt PBC</p> <p>Debit card That a debit card be issued to Steve Gregory (Scouse) for purchases he may make on behalf of the cooperative. Moved: Scouse Seconded Tania Morsman PBC</p>	
20	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	December 13, 2018	
21	<u>Meeting Ended</u>	<i>Procedural</i>
	9.30 PM	