

Down-To-Earth (Vic) Cooperative Society Limited

Organising Committee

Minutes

Date: 29th November, 2018
Time: 7.30 PM
Venue: Ceres Learning Centre, Lee St East Brunswick
Audio: <http://dte.org.au/audiominutes/2018-11-29%20OC.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 13th December, 2018

#	Item	Raised by:
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>
	7.40 PM	
3	<u>Election Of Chair</u>	<i>Procedural</i>
	Confirmation of Chairperson: Kate Shapiro Confirm Minute Keeper: Coral Larke Host: Troy Reid	
4	<u>Attendance</u>	<i>Procedural</i>
	Cruise David Hunt Lindy Gregory Steven (Scouse) Johnston Zoe Joy Kristen Larke Coral MacPherson Robin Mathews Malcolm Newcomb Craig Shapiro Kate Tarr Jenni Rasmussen Mark Reid John Reid Troy Ryan Darrylle Wilkinson Andrew	
5	<u>Confirm previous minutes</u>	<i>Procedural</i>

	11/10/18 Minutes Moved: Seconded: Amendments: Change time and add \$ amount to Think Water. Approving minutes deferred. 25/10/18 Minutes Moved: Malcolm Mathews Seconded Steven Gregory PBC	
6	Action Task List	<i>Procedural</i>
		NO PROGRESS WORK IN PROGRESS COMPLETE NO LONGER RELEVANT TASK RESUMED BY
7	Correspondence / Payments	<i>Procedural</i>
	Invoice # INV-1309 9/11/18 Cloud Accounting \$1305.50 Correspondence Essential Energy Power Outage Notification 12 th December, 2018 Newsletter from NSW Water	
8	Linkt	Coral Larke
	Agenda details: For DTE vehicles that are occasionally driven to Melbourne to have etags and an amount of money on a city link account to cover fees. Motion: Budget request: For \$200 to be paid onto linkt accounts. Motion withdrawn, this has already been set up.	
9	Travel expenses	<i>Lars Nissen</i>
	Agenda details: DTE is NOT a Holiday club! Was there a budget application for Travel by Robin to attend the facilitators meeting? And if not then no reimbursement for his travel should be allowed above the limit. Flight and Rental Car! Motion: That travel expenses to and from Facilitators meetings be limited to \$ 100.- per car/person Deferred	
10	Minutes on internet	Coral Larke
	Agenda details: DTE minutes are on the internet for the public to view. You just need to Google a few related words. Motion: For David Cruise to pay for a digital certificate to ensure minutes are not broadcast publicly through dte.org.au Amendment: That the agenda items and minutes be put on the members VIA password protection. Amendment: That anonymous access to meeting agenda recordings and minutes be revoked and instead accessible to active members and volunteers. Deferred to special general meeting.	
11	Ceres	Coral Larke
	Agenda details: Ceres needs confirmation if we will be hiring the venue next year. Does DTE want to keep Ceres going? Motion: To renew Ceres for the next quarter Moved Kate Shipiro Seconded Mark Rasmussen. PBC Motion: For a working group to sort out DTE's needs for realestate Seconded Scouse PBC	
12	Post box	<i>Coral Larke</i>
	Agenda details: Do we need to continue the mail redirection? Coral Larke will pay for the redirection for another 3 months	
13	Permacroft	<i>David Cruise</i>
	To consider DTE's position in the windup/transfer of the Permacroft Co-op	Moved Troy Reid Seconded

	Motion: That DTE offer to loan Permacroft Coop up to \$1500 to fund a sworn valuation of its property 210 Muncktons Lane Sugarloaf Creek to be repaid upon settlement of the sale of property or shares.	<i>Kate Shapiro PBM</i>
14	<u>Budget App for on-site paperwork depot</u>	<i>Kristen Tunney</i>
	Budget request from Kristen Tunney facilitator of Villages and Memcom \$3518 To assist her working while she is at the ConFest site.	Moved: Kristen Tunney Seconded Troy Reid PBC
15	<u>NSW Health & Council Site Inspection Report</u>	<i>Troy Reid</i>
	Water results; Edward River+ 80 NTU (turbidity) Current filtration + 5 – 10 NTU NSW Health target = 0.5 NTU Ultrafiltration is needed to bring the water to a standard that NSW Health Budget Request: For a \$2000 budget for Asset management for water testing and water test kits.	Moved Troy Reid Seconded Mark Rasmussen PBC
16	<u>Formation of Finance Support Committee</u>	<i>Kate Shapiro</i>
	Motion: OC recommend the formation of a finance working group	Moved Kate Shapiro Seconded Malcolm Mathews PBM
17	<u>Bookkeeper</u>	<i>Kate Shapiro</i>
	Kate will put forward a bookkeeper to interview. This will be raised at the next board meeting. Malcolm will send a Request for a criteria for the new bookkeeper.	
18	<u>Consumer Affairs Bills</u>	
	For \$500 be allocated to Consumer Affairs for fees to submit 3 years of annual reports and change of details.	Moved Coral Larke Seconded David Cruise PBC
19	<u>Carried Resolutions</u>	<i>Procedural</i>
	Permacroft That DTE offer to loan Permacroft Coop up to \$1500 to fund a sworn valuation of its property 210 Muncktons Lane Sugarloaf Creek to be repaid upon settlement of the sale of property or shares. Moved Troy Reid Seconded Kate Shapiro PBM Budget App for on-site paperwork depot Budget request Kristen Tunney facilitator of Villages and Memcom \$3518 To assist her working while she is at the ConFest site. Moved: Kristen Tunney Seconded Troy Reid PBC NSW Health & Council Site Inspection Report Budget Request: For a \$2000 budget for Asset management for water testing and water test kits. Moved Troy Reid Seconded Mark Rasmussen PBC Formation of Finance Support Committee OC recommend the formation of a finance working group Moved Kate Shapiro Seconded Malcolm Mathews PBM Consumer Affairs Bills Budget Request: For \$500 be allocated to Consumer Affairs for fees to submit 3 years of annual reports and change of details. Moved Coral Larke Seconded David Cruise PBC	
	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	<u>Meeting Ended</u>	<i>Procedural</i>
	10.45 PM	

