

Down-To-Earth (Vic) Cooperative Society Limited

ConFest Committee

Minutes Draft

Date: 7th March, 2019
Scheduled Start: 7.30 PM
Venue: Ceres Learning Centre, Lee St East Brunswick
Audio: <http://dte.org.au/audiominutes>
Register on line: <https://dte.coop/live.meeting>
Zoom Connect: <https://dte.coop/to/zoom>
Phone Connect: (02) 8015 2088 Meeting ID Number 2362803611

#	Item	Raised by:
1	Acknowledge, and pay respect, to the traditional owners and ongoing custodians of the land	
	We gather on the land of the people of the Kulin nation. We pay our respects to Elders past, present and emerging.	
2	<u>Meeting Started</u>	<i>Procedural</i>
	9.45 PM	
3	<u>Meeting coordinators</u>	<i>Procedural</i>
	Chairperson: Troy Reid Minute Keeper: Coral Larke	
4	<u>Attendance</u>	<i>Procedural</i>
	<ol style="list-style-type: none">1. Ethereal Andy2. Hunt Lindy3. Gregory Steve (Scouse)4. Kettle Caryn5. Joy Kristen6. Larke Coral7. Pitt Trevor8. MacPherson Robin9. Mathews Malcolm10. Mayer Alison11. Newcombe Craig12. Nissen Lars13. Paternoster Murray14. Pitt Trevor15. Rasmussen Mark16. Ryan Darrelle17. Reid Darrelle18. Reid Troy19. Shapiro Kate20. Shipperlee Aaron	

	<p>21. Sinclair Glen 22. Tunney Kristen 23. Wildey Guy 24. Wilson Chris 25. Wilson Kathy</p>	
5	<u>Confirmation of previous minutes</u>	<i>Procedural</i>
	<p><u>Date</u> 7th February, 2019 Correction needed: Wristband agenda was withdrawn not deferred. Time Extension If future to note when an extension of time is requested and granted. Moved Robin MacPherson Seconded: Mark Rasmussen PBC with corrections <u>Date</u> 21st February, 2019 Correction needed: 12.25 AM is the correct ending time. Moved: Scouse Seconded: Kate Shapiro PBC with corrections <u>Date</u> 28th February 2019 Correction needed: Trevor Pitt Add Trevor Pitt to attendance list Ticket Price: That the ticket price remain the same as the 2018 Autumn ConFest except for adult tickets which are increased to \$120 online and \$170 cash at the gate. Moved Trevor Pitt Seconded: Kate Shapiro PBC with corrections</p>	
6	<u>Matters Arising</u>	<i>Procedural</i>
	<p>Discussion: <u>Traffic Policy</u> The issue of charging a levy; \$20 access camping with vehicles and \$50 for campers in Stay Put: Many CC members had not read the policy, it was not circulated broadly. CC members said they were unaware the Traffic policy included a levy for vehicles. The document was finalized on the 26th Feb and verbally presented the CC meeting on the 28th. It was suggested that in the future G&SC policies will be circulated to members a week prior to the CC for ratification. Debate 1. Whether the policy was presented on Zoom for people to see at the 28th February meeting. Debate 2. If a price structure can be included into a policy, in that a policy is a guiding principle used to set direction in an organization. A procedure is a series of steps to be followed as an approach to accomplish an end result.</p> <p>The purpose to introduce a car parking price is to change behaviour. Last year people charged in and parked vehicles throughout the site. If people want to park on site then they can purchase a ticket via Trybooking and then DTE knows the number or vehicles beforehand and can manage a system accordingly. Item deferred.</p>	
7	<u>Correspondence</u>	<i>Darrylle Ryan</i>
	Darrylle Ryan sent Secretary budget form.	
8	<u>Action Tasks</u>	
	<p>Aboriginal burn Dust suppression Waste management Security Kate to communicate with Nathan Barry to get more hand sanitor Coral sent in Darrylle Ryan's budget form / need to check if received. Troy will start disbursements Friday 8th, March</p>	<p><u>NO PROGRESS</u> <u>WORK IN PROGRESS</u> <u>COMPLETE ☺</u> <u>NO LONGER</u> <u>RELEVANT</u> <u>TAKEN OVER BY</u></p>

9	<u>Extend the meeting by 1 hour</u>	
	Motion To extend the meeting by 1 hour	Moved Troy Reid Seconded Kate Shapiro PBC
10	<u>ConFest Budgets</u>	
	<p> Poly Space \$4897 PBC Grow Your No \$1250 PBC David Cruise \$ 2844 PBM Sound Garden \$600 PBC Funded by 4ArtSake Loo Crew \$2500 PBC Front Gate \$9600 PBC Family Village \$1138 PBC Temple \$500 PBC Cause Camp \$3760 PBC Minstrel Corner \$1000 PBC All the above accepted as is Catering for those currently on site \$892 Moved Troy Reid Seconded Mark Rasmussen PBC Ticket Booth \$2000 Moved Troy Seconded Kate Shapiro PBC External traffic management \$10,000 Moved Troy Reid Seconded Kate Shapiro PBC Asset management for \$12000 Moved Mark Rasmussen Seconded Troy Reid PBC Plumbing \$6000 Moved Troy Reid Seconded Mark Rasmussen PBC </p> <p>Action Task: Troy will start disbursements Friday 8th, March</p>	
11	<u>Reimbursements</u>	<i>Troy Reid</i>
	<p>Motion: Any budget under \$1000 is to be paid as a reimbursement only. To save the work of opening new ledgers, plus expense incurred of having small budgets audited.</p> <p>Withdrawn</p> <p>Coral will work on getting debit cards to those who need them.</p>	
	<u>Volunteer Coordinator</u>	<i>Guy Wildey</i>
	<p>There is an issue of a lack of communication with the volunteer coordinators.</p> <p>Action Task: Troy will communicate with Zoe and Kali regarding communicating with volunteers and facilitators.</p> <p>Vince will work on site during ConFest but not before the event.</p>	
21	<u>External Traffic Management</u>	<i>Procedural</i>
	Kate and Chris Wilson will speak off line regarding external traffic management.	
22	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	14 th March, 2019	
23	<u>Meeting Ended</u>	<i>Procedural</i>
	11.50 PM	

