

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

Minutes

Date: 1st August, 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 lands of many Aboriginal Nations. We pay our respects to Elders past, present and emerging. Indigenous sovereignty has never been ceded in Australia and we should endeavour to be mindful of this in everything we do, given our focus is gathering to create better ways of living in our society, not just for festival attendees but for all.							
2	Meeting Started	<i>Procedural</i>						
	7.51 PM							
3	Meeting coordinators	<i>Procedural</i>						
	Chairperson: Robin MacPherson Minute Keeper: Coral Larke Host: Troy Reid							
4	Attendance	<i>Procedural</i>						
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 1. Cruise David 2. Larke Coral 3. MacPherson Robin 4. Rasmussen Mark 5. Reid Troy 6. Shapiro Kate 7. Waldram Grant </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 8. Boytz Martin 9. Mathews Malcolm 10. Morsman Tania 11. Schwarz Marty </td> </tr> </table>	<ul style="list-style-type: none"> 1. Cruise David 2. Larke Coral 3. MacPherson Robin 4. Rasmussen Mark 5. Reid Troy 6. Shapiro Kate 7. Waldram Grant 	<ul style="list-style-type: none"> 8. Boytz Martin 9. Mathews Malcolm 10. Morsman Tania 11. Schwarz Marty 					
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5	Confirmation of previous minutes	<i>Procedural</i>						
	Date: 4 th July, 2019 Moved: Robin MacPherson Seconded: Troy Reid PBC							
6	Matters Arising	<i>Procedural</i>						
	Mark paid a \$170 fine from his Director Account, Mark requested that it be noted that he repaid it back to DTE account.							
7	Correspondence							
8	Action Tasks							
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">1-8-19</td> <td style="width: 15%;">Converge</td> <td style="width: 40%;">To relay information to people in conflict that they can be referred to Converge for support in terms of counselling or mediation.</td> <td style="width: 10%;">Kate</td> <td style="width: 10%;"></td> <td style="width: 15%;"></td> </tr> </table>	1-8-19	Converge	To relay information to people in conflict that they can be referred to Converge for support in terms of counselling or mediation.	Kate			<p style="text-align: right; margin: 0;"> NO PROGRESS WORK IN PROGRESS COMPLETE ☺ NO LONGER RELEVANT TAKEN OVER BY </p>
1-8-19	Converge	To relay information to people in conflict that they can be referred to Converge for support in terms of counselling or mediation.	Kate					

	1-8-19	Facebook and Aboriginal conflict	Coral spoke with the people involved needs to speak with Grant off line	Coral & Grant			
	1-8-19	Policy review	To review Site Ban policy. & Sexual Misconduct policy	Grant Waldram			
	6/6/19	MemCom	1885 Sharla Lavers Deferred Follow up needed 1886 Lea Taruowski Deferred Follow up needed	Coral Larke	Passed to Troy		
	4/7/19	Brunswick Post Box	Brunswick PO Box rental ended David to renew Post Box	David Cruise	Complete		
	4/4/19	Financial Risks	To talk with Michael Hill re financial risks of DTE money. <ul style="list-style-type: none"> • Risk due to money being in one account • Solo directors transferring money between accounts. • Budgets. 	Coral Larke	Referred to FinCom		
	6/9/18	Load and Go Cards	To clean up the Load and Go Cards <i>Malcolm has worked on Load and Go cards and new cards were sent to Troy's home.</i>	Troy / Malcolm	Troy will send to Fincom		
	6/9/18	Lodged Rules	Coral will buy a copy of Lodged Rules from Consumer Affairs.	Troy	Passed to Troy		
	Sep	People with financial anomalies	Communicate with people who have financial anomalies <i>The Board acknowledged the system was not seen through to completion. Malcolm wants feedback on his reports.</i>	Kate	Transfer to FinCom		
9	Board Report						<i>Scouse 1619</i>
	<p>Agenda details: The members do not know what the Board does. This is not fair on the members and nor is it acceptable. We the members need to know if the board can publish a monthly report on what they have done for the month.</p> <p>Motion: For all directors to contribute to writing a monthly report so that it doesn't fall on to one person. That this is presented at each Board meeting and email to the membership.</p> <p>Action Task David as will call directors and will record their answers and put it on the dte.org.au as an audio file.</p> <p>Action Task For Coral and David to talk off line to strategize</p>						
10	Director Receipts						<i>Coral Larke</i>
	<p>Agenda details: Where is each director in terms of lodging their receipts?</p> <ul style="list-style-type: none"> • Troy and Mark are going to work 10th & 11th August to get them in • Coral will resend her receipts. • Will follow up with Robin, Kate, David & Grant. 						
11	Board Assessment						<i>Coral Larke</i>
	<p>Agenda details: Directors are stewards of our coop for a period of time to ensure that DTE can sustain itself into the future. Questions to ask ourselves are we adding value both individually and as a team collectively. It is standard practise for Directors to enter into a process of peer</p>						

	<p>review either with a facilitator or with available questionnaires. Even though a motion was passed 6/12/18 directors have resisted this.</p> <p>Motion: For Directors to enter into the 6/12/18 motion that was agreed upon. "For directors to have a quarterly review to get feedback from peers. To engage professional people to assist in that process so that it doesn't become a character assassination and that it is constructive feedback. Moved Coral Larke Seconded Troy Reid PBC</p> <p>Action Task: Coral will get quotes and email to the Board.</p>																																									
12	Community Consultation	<i>Martin Boytz</i>																																								
	Martin Boytz attended the meeting																																									
13	Kate Suggestion	<i>Kate Shapiro</i>																																								
	That the Board reflects and discusses on how can we do better																																									
14	Meeting Extension	<i>Procedural</i>																																								
	10.37 PM Request for meeting to be extended by 30 minutes. No objections. PBC																																									
15	Tania letter to the board re site access	<i>Tania Morsman</i>																																								
	<p>Tania wants the ban on solo visit to site to be revised and have the registrar to be filled in on data.dte.org</p> <p>Action Task To write a policy re site access. Will refer this to OC & G&SC</p> <p>Action Task For Marty Schwartz to put together questions re safety on site to be part of the access to site process.</p> <p>The access process outlined at the Directors Retreat</p> <ul style="list-style-type: none"> • Email directors in writing directors@dte.coop • 2 directors to give approval • Application should include <ul style="list-style-type: none"> ○ Intention of visit ○ Who are the people (minimum of 2) ○ Contact details ○ Next of kin contact details ○ Arrival and departure ○ Your project / budget and what it relates to ○ The facilitator in charge • Update daily site register https://trello.com/invite/b/bKrboXd0/814d4d65959c978b11d7b33c6c11a468/dte-site-register 																																									
16	Memcom	<i>Troy Reid</i>																																								
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21	Carried Resolutions																																									
22	Next Meeting Date & Time Confirmation																																									
23	Meeting Ended																																									
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