

Down-To-Earth (Vic) Cooperative Society Limited
Organising Committee

Meeting Minutes

Meeting Date: 14th October 2019
Scheduled Start: 7.30 PM
Venue: CERES Learning Centre, 7 Lee Street, Brunswick East, Victoria
Zoom Conference: <https://dte.coop/zoom>
Phone Conference: (02) 8015 2088 Meeting ID Number 2362803611
Zoom Recording: [2019-10-31 Zoom Recording](#)
 (expires after 120 days)
Audio Recording: <http://dte.org.au/audiominutes>

#	Item	Sponsors & Results		
1	Meeting Opened			
	7.39 pm			
2	Meeting Facilitators			
	Chairperson: David Cruise Scribe: Ellen Brogan Online Host: David Cruise			
3	Acknowledgment of Country			
	<i>"We acknowledge the Wurundjeri people of the Kulin nations on whose land we meet here tonight and the indigenous people of your country from wherever you are joining us. We give thanks to elder's past, present and emerging."</i>			
4	Meeting Attendance			
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <u>Directors:</u> Robin McPherson (RM) Coral Larke (CL) David Cruise (DC) Troy Reid (TR) Mark Rasmussen (MR) Grant Waldram (GW) Kate Shapiro (KS) </td> <td style="width: 50%; border: none; vertical-align: top;"> <u>Members & Guests:</u> Tania Morsman (M) Ellen Brogan(M) Martin Schwarz (M) Jack Wells (M) Kristen Joy (M) Malcolm Mathews (M) Peter Tippet Denise Banville (M) Shardae Reed (M) Scouse (M) </td> </tr> </table>	<u>Directors:</u> Robin McPherson (RM) Coral Larke (CL) David Cruise (DC) Troy Reid (TR) Mark Rasmussen (MR) Grant Waldram (GW) Kate Shapiro (KS)	<u>Members & Guests:</u> Tania Morsman (M) Ellen Brogan(M) Martin Schwarz (M) Jack Wells (M) Kristen Joy (M) Malcolm Mathews (M) Peter Tippet Denise Banville (M) Shardae Reed (M) Scouse (M)	<i>Attendee roll call was not taken. Attendance list is subjective interpretation by scribe based on voices</i>
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7	Minutes of Previous Meeting			
	Minutes of Meeting Link to 2019-10-03 OC Minutes <i>Previous meeting minutes were not officially moved</i>	<i>Moved: Seconded: Motion</i>		
8	Action task list			
	Reviewed Action Task List – see updated table at end of minutes			

	<i>Action list was not officially moved.</i>					
9	Correspondence inwards					
	<p>Motion to accept correspondence inwards.</p> <p><i>No correspondence inwards were presented</i></p>					<p><i>Moved:</i> <i>Seconded:</i> Motion PBC</p>
10	Extend the attendance onsite of Tania Morsman, Jack Wells and Ellen Brogan.					
	<p>Motion to extend the attendance onsite of Tania Morsman, Jack Wells and Ellen Brogan as caretakers whilst working on individual work plans until 1st November 2019.</p> <p>Peter Tippet Objected to the term “Caretakers”. Objection was subsequently withdrawn after a discussion to clarify the terms “Caretakers” and “Working Bee Coordinators”.</p> <p>Discussion raised by a member about a issue of duty of care and personal security.</p>					<p><i>Moved:Ellen B</i> <i>Seconded: Tania M</i> Motion PBC</p>
11	Permit a working bee at Woormah from 1st November to 5th November 2019					
	<p>Motion to permit a working bee at Woormah from the 1st of November to 5th November 2019 which follows the attached work plan and that an additional \$1000 be added to the existing budget.</p>					<p><i>Moved: Tania M</i> <i>Seconded: Mark B</i> Motion PBC</p>
12	Allocating cards and accounts					
	<p>Motion to allocate DTE debit cards to</p> <ol style="list-style-type: none"> 1. Kevin Taylor 2. Skye Fitzpatrick for Fincom 3. Don Royal for Bylands works 4. Ash Wilson for Cooking Circles 					<p><i>Moved:RM</i> <i>Seconded:</i> Motion PBC</p>
13	Bylands Budget					
	<p>Motion to approve \$2000 for the friends of Bylands project.</p>					<p><i>Moved:RM</i> <i>Seconded:</i> Motion PBC</p>
14	Action Task List					
	Date	Title	Description	Assigned	Status	
	03-10-2019	Fincom to analyse the financial bookkeeping motion passed	That fincom checks the financial bookkeeping motion passed on the 06/06/2019 and ensure that their current process meets the criteria detailed in this motion.	Robin Macpherson	Ongoing	
	03-10-2019	Memcom privacy policy	That the GSC be asked to develop a privacy policy for memcom	Kate Shapiro	Ongoing	
	03-10-2019	A member will email the Board a list of 26 other members	That a member	Martin Scharwz	Ongoing	
	03-10-2019	Membership form submission at ConFest	That there be a place set up at ConFest with wifi connectivity where members can scan their forms and email directly to memcom	Troy Reid	Ongoing	

	03-10-2019	All bills to be sent to fincom	That all bills to be emailed to fincom after being registered as correspondence inwards	Troy Reid	Ongoing	
	03-10-2019	Board to join fincom	TBT has recommended that all Board members join fincom	All Board members	Ongoing	
	03-10-2019	Load and Go Cards	There is a request by fincom for Troy to submit the load and go cards and Troy has offered	Troy Reid	Ongoing	
	03-10-2019	AGM extension application to CAV	Troy will complete the application forms immediately	Troy Reid	Ongoing	
	05-Sep-2019	Converge Advice	Coral getting advice from Converge about bullying and how to handle internal complaints	Coral Larke Kate Shapiro	Ongoing	
	05-Sep-2019	Permacroft Shares Sale	David to provide the cooperative with documents to support the contract of sale.	David Cruise	Ongoing	
	05-Sep-2019	ICDA Membership Subscription Renewal	Pay membership subscription renewal (\$230) https://dte.coop/to/x9bw9	Troy Reid	Ongoing	
	01-Aug-2019	Converge	To relay information to people in conflict that they can be referred to Converge for support in terms of counselling or mediation.	Kate Shapiro	Ongoing combined with item Converge Advice	
	01-Aug-2019	Facebook & Aboriginal Conflict	Coral spoke with the people involved needs to speak with Grant offline	Coral Larke Grant Waldram	Ongoing	
	01-Aug-2019	Policy review	To review Site Ban policy & Sexual Misconduct Policy	Grant Waldram	Ongoing	
	06-Sep-2018	Lodged Rules	Purchase a copy of cooperative's lodged rules from Consumer Affairs Victoria (CAV)	Troy Reid	Ongoing	
14	Next Meeting Date & Time Confirmation					
	7:30 PM, 31 October 2019					
15	Meeting Close					
	8.30pm					