

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

Meeting Minutes

Meeting Date: 17 October 2019
Scheduled Start: 7.30 PM
Venue: CERES Learning Centre, 7 Lee Street, Brunswick East, Victoria
Director's Package: <https://dte.coop/to/s8geq>
Zoom Conference: <https://dte.coop/zoom>
Phone Conference: (02) 8015 2088 Meeting ID Number 2362803611
Zoom Recording: This was not supplied
 (expires after 120 days)
Audio Recording: <http://dte.org.au/audiominutes>

#	Item	Sponsors & Results		
1	Meeting Opened			
	<i>No official open time was announced. Scribe ascertained via audio that open appears to be 9pm.</i>			
2	Meeting Facilitators			
	Chairperson: David Cruise Scribe: Ellen Brogan Online Host: David Cruise			
3	Acknowledgment of Country			
	<i>This was not read out</i> <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) Don Royal (M) Kathy Ernst Kristen Tunney (M) Steve Gregory (M) Darrylle Ryan (M) Malcolm Mathews (M) Trevor Smith (M) John Reid Barry Simmonds (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) Don Royal (M) Kathy Ernst Kristen Tunney (M) Steve Gregory (M) Darrylle Ryan (M) Malcolm Mathews (M) Trevor Smith (M) John Reid Barry Simmonds (M)	
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5	Revision of the existing Site Access policy			
	The mentioned policy document was not provided by the Board at request by scribe in order to			

	<p>include with the minutes.</p> <p>The Board discussed whether to workshop the revised policy.</p> <p>TR To the chair, this policy is the existing policy with two modifications.</p> <p>The Board, members and guests discussed the policy.</p> <p>A member suggested a register is required to uphold the nature of the policy.</p> <p>A Board member suggested that the OC should be involved with developing this policy.</p> <p>The words and structure of the policy were discussed further.</p> <p>A Board member suggested that this matter was an attempt to undermine members of the OC.</p> <p>A Board member suggested that we need a long-range contact device.</p> <p>There was further discussion about the details of the policy</p> <p>A member asked if the policy applies to all Board members.</p> <p>A Board member confirmed that is the intention.</p> <p>Motion was put to the chat window which was not supplied to the scribe via zoom recording link</p> <p>3 Board members voted against the motion</p>	<p><i>Moved:MR</i> <i>Seconded:KS</i> Motion PB Majority</p>												
7	Minutes of Previous Meeting													
	<p><i>The previous minutes were not read and therefore not accepted.</i></p>	<p><i>Moved:</i> <i>Seconded:</i> Motion PBC</p>												
8	Matters Arising from Previous Meeting													
	<p><i>There were no matters arising.</i></p>													
9	Correspondence Inwards													
	<p>Motion to accept correspondence inwards.</p>	<p><i>Moved:</i> <i>Seconded:</i> Motion PBC</p>												
	<p><i>There was no correspondence presented</i></p>													
10	Membership Applications													
	<p><i>There were no memberships presented</i></p> <table border="1" data-bbox="167 1646 1342 1765"> <thead> <tr> <th>FOLIO</th> <th>FIRSTNAME</th> <th>LASTNAME</th> <th>MOVED BY</th> <th>SECONDED BY</th> <th>RESULT</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	FOLIO	FIRSTNAME	LASTNAME	MOVED BY	SECONDED BY	RESULT							
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11	Action Task List													
	<p><i>The task list was not read through</i></p> <table border="1" data-bbox="167 1915 1342 1957"> <thead> <tr> <th>Date</th> <th>Title</th> <th>Description</th> <th>Assigned</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Date	Title	Description	Assigned	Status								
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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 paid 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	

12	Apology by the Chair to a member	
	The Chair apologised to a member for needing to remove him from the zoom meetings due to not following the Chairs direction.	
13	Next Meeting Date & Time Confirmation	
	7:30 PM, 7th November 2019	
14	Meeting Close	
	10.05pm	