Organising Committee

Meeting Minutes

Date:	Thursday 30th April 2020
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. Sovereignty has never been ceded. It always was and always will be, Aboriginal land. We recognise the past atrocities against Aboriginal and Torres Strait Islander peoples of this land and that Australia was founded on the genocide and dispossession of First Nations people.	
2	Meeting Started	Procedural
	7:47PM	
3	Meeting coordinators	Procedural
	Chairpersons:Tania Morsman & John MagorMinute Keeper:Melody BraithwaiteHosts:Kate Shapiro, John Reid & Tania Morsman	
4	Attendance Sector OC Meeting attendance register updated	Procedural
	1.Braithwaite Melody 190014. Matthews Malcolm2.Brock Elisa15. Morsman Tania 18203.Cruise David16. Newcombe Craig4.Ernst Kathy17. Pitt Trevor 17675.FitzPatrick Skye18. Reid John**6.Helson Mark19. Ryan Darrylle 16897.Helson Suzie20. Shapiro Kate8.Hunt Lindy21. Shipperlee Aaron9.Inglis Matt22. Smith Trevor10. Kettle Caryn23. Tarr Jenni 169911. Larke Coral24. Tippett Peter12. Macpherson Robin25. Wells Jack13. Magor John 184126. Wilkinson Andrew	

5	Confirmation of previous minutes	Procedura
	Previous Minutes from 11 February 2020	Moved by
	Motion to accept the minutes of the meeting held 11 February 2020 as presented with correction noted above.	Aaron Shipperlee Seconded by John Magor Motion PBC
	Previous Minutes from 24 March 2020	
	Corrections: Add Aaron Shipperlee to attendance (refer Item 10 below)	Moved by Robin Macpherson
	Motion to accept the minutes of the meeting held 24 March 2020 as presented.	Seconded by John Mago Motion PB
	Previous Minutes from 26 March 2020	
	Corrections: Nil	Moved by Robin Macphersor
	Motion to accept the minutes of the meeting held 26 March 2020 as presented.	Seconded by John Mago Motion PBO
6	Matters Arising	Procedura
	None	
7	Correspondence	
	Secretary - none reported Incoming - Received at post office bank cards to be redirected to cardholders	
	Outgoing - Reminder for this OC meeting including \$50k FinCom budget application	
8	FinCom \$50k Funding Application	
	Agenda item ID: 7544Item by: Skye Fitzpatrick 1659	
	Agenda details: 3 new invoices total \$36,454 from TBT Accountant/ Auditor for DTE 31 Jan - 12 March 2020 require additional funds to be transferred to FINCOM Debit Card to pay - a Completed Application Form sent to OC & FinCom	
	Discussion:	
	• TBT invoices are close to over 90 days due, FinCom attempting to avoid further payment delays using FinCom debit card administered by Skye	
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	• Balance of funds will pay routine monthly fees e.g. Dropbox \$80/mth	
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	 Balance of funds will pay routine monthly fees e.g. Dropbox \$80/mth OC concerned with lack of detail on invoices for substantial amounts FinCom are requesting invoice supporting details as there are multiple Co-op people using TBT services, actively looking to reduce costs OC requested confirmation that invoices have been paid; explore in the future setting a budget/limit and TBT confirmation of what details they 	Moved by Skye Fitzpatricl Seconded by Robin Macphersor

9	Fuel Budget (\$1000) for Wooroomah Weed Era	dication Program	
	Agenda item ID: 8307	Item by: Tania Morsman	
	 Details/Discussion: Recent earth works have spread spiny weed spiny we spiny		
	Andrew, Jack and Trevor to avoid using herbid use tractor pulling equipment (e.g. mower ar		
	• Fuel usage is estimate only due to lack of acc and time needed to complete due to weathe		
	Balance of fuel will be stored for future use a	t working bees	Moved b
	Motion: That the application for a Fuel Budget for \$1,000.00 for Wooroomah be approved and put onto Andrew Wilkinsons DTE debit card.		Mark Helso Seconded b Trevor Smit Motion PB
Role	of chair passed to John Magor 10:02 - 10:04pm th	hen again 10:12 - 10:45pm	
10	Amendment to the OC Minutes Tuesday 24 Ma	arch 2020	
	Agenda item ID: 7533 It	em by: Aaron Shipperlee	
	Agenda details: PROCEDURAL: The meeting atter Aaron Shipperlee. My voice can be heard in the made in the meeting in Zoom chat can be verifier make an amendment when accepting the OC min March 2020	audio and comments ed when published. Please	Moved b Coral Lark Seconded b Robin MacPhersol PB
11	Changing Auditors		
	Agenda item ID: 8306	Item by: Coral Larke	
	Agenda details: It is common practice to change This is a cost effective way of increasing indepen and clients. When the lead auditor changes, the their client, which means no longstanding relation	idence between auditors y start from scratch with	
	Discussion:		
	• DTE's registered office is at TBT, a changeover best not this year with the gathering being ca		
	Coral Larke to be lead on this action task		Moved b Coral Lark
	otion: For a group to research what DTE would need to do to prepare r changing auditors. Including; a. costs involved b. timeline c. book ork & accounting		Seconded b Tania Morsma Motion PB
12	Use of Cameras on site		
	Agenda item ID: 7530 Ite	m by: Robin Macpherson	John Reid to advis OC on camer
	Details: How can members get access to the fee	ds for the cameras on site	acces
	Motion: The feeds for the cameras onsite be ma wish to watch slow entertainment during the tin		
	 Discussion If no-one is on site and cameras are operatin SGM decided John Reid and Scouse had accord John Reid is unable to access feed away from 	ess	

13	Carried Resolutions	Procedural
	Motion: That \$50,000 be approved for transfer to FinCom Debit Card # 165 409 905 to settle 3 outstanding Accountant Invoices and future Bookkeeper Dropbox Upwork accounts - on behalf of DTE.	Moved by Skye Fitzpatrick Seconded by Robin Macpherson Motion PBM (Y=8/N=2/A=3)
	Motion: That the application for a Fuel Budget for \$1,000.00 for Wooroomah be approved and put onto Andrew Wilkinsons DTE debit card.	Moved by Mark Helson Seconded by Trevor Smith Motion PBC
	Motion: For a group to research what DTE would need to do to prepare for changing auditors. Including; a. costs involved b. timeline c. book work & accounting.	Moved by Coral Larke Seconded by Tania Morsman Motion PBC
14	Next Meeting Date & Time Confirmation	Procedural
	28th May 2020 starting at 7:30pm	
15	Meeting Ended	Procedural
	10:47pm	

NOTE: On Thursday 21st May 2020 7:30pm there will be a Training Session on meeting procedures, chairing and taking minutes.