

Down-To-Earth (Vic) Cooperative Society Limited

Annual General Meeting

Minutes

Date: 29th November, 2020
Scheduled Start: 2.17 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	<u>Acknowledge and pay respect to the traditional owners and ongoing custodians of the land</u>																																								
	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	<u>Meeting Started</u>	<i>Procedural</i>																																							
	2.17 PM																																								
3	<u>Order of business</u>	<i>Procedural</i>																																							
	1. Opening of meeting 2. Election of Chairperson & Minute Taker 3. Acknowledgement of Country 4. Acknowledgement of members 5. Ratification of previous meeting minutes 6. Presentation of reports (if applicable) 8. General business on notice																																								
4	<u>Election of chair</u>	<i>Procedural</i>																																							
	Chair: Kate Shapiro Minute taker: Coralyn Larke																																								
5	<u>Attendance</u>	<i>Procedural</i>																																							
	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">1. Banville Denise</td> <td style="width: 33%;">13. English Matt</td> <td style="width: 33%;">27. Pinney Bruce</td> </tr> <tr> <td>2. Braithwaite</td> <td>14. Kettle Caryn</td> <td>28. Reid Darrell</td> </tr> <tr> <td>Melody</td> <td>15. Larke Coral</td> <td>29. Reid John</td> </tr> <tr> <td>3. Brock Elisa</td> <td>16. Lasky Gary</td> <td>30. Richard King</td> </tr> <tr> <td>4. Cruise David</td> <td>17. Levy Rohan</td> <td>31. Shapiro Kate</td> </tr> <tr> <td>5. Ernst Kathy</td> <td>18. Pitt Trevor</td> <td>32. Taplin David</td> </tr> <tr> <td>6. Geraghty Darren</td> <td>19. Macpherson Robin</td> <td>33. Taylor Kevin</td> </tr> <tr> <td>7. Gill Rick</td> <td>20. Magor John</td> <td>34. Teacosy</td> </tr> <tr> <td>8. Hales Ian</td> <td>21. Matthews Malcolm</td> <td>35. Tippet Peter</td> </tr> <tr> <td>9. Helson Mark</td> <td>22. Moerkerken Deb</td> <td>36. Sarah Kate</td> </tr> <tr> <td>10. Helson Suzie</td> <td>23. Morsman Tania</td> <td>37. Waldram Grant</td> </tr> <tr> <td>11. Higgins Ray</td> <td>24. Murray Jude</td> <td>38. Wilkinson Andrew</td> </tr> <tr> <td>12. Hunt Lindy</td> <td>25. Nash Lanceh</td> <td>39. Wells Jack</td> </tr> </table>	1. Banville Denise	13. English Matt	27. Pinney Bruce	2. Braithwaite	14. Kettle Caryn	28. Reid Darrell	Melody	15. Larke Coral	29. Reid John	3. Brock Elisa	16. Lasky Gary	30. Richard King	4. Cruise David	17. Levy Rohan	31. Shapiro Kate	5. Ernst Kathy	18. Pitt Trevor	32. Taplin David	6. Geraghty Darren	19. Macpherson Robin	33. Taylor Kevin	7. Gill Rick	20. Magor John	34. Teacosy	8. Hales Ian	21. Matthews Malcolm	35. Tippet Peter	9. Helson Mark	22. Moerkerken Deb	36. Sarah Kate	10. Helson Suzie	23. Morsman Tania	37. Waldram Grant	11. Higgins Ray	24. Murray Jude	38. Wilkinson Andrew	12. Hunt Lindy	25. Nash Lanceh	39. Wells Jack	
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6	<u>Confirmation of previous minutes</u>	<i>Procedural</i>
	5 th November 2020 Minutes Moved: John Magor Seconded: Coralyn Larke	
7	<u>Auditors Report</u>	<i>David Taplin</i>
	<ul style="list-style-type: none"> DTE had a loss of \$412450.00 FYE 2020 Due to not having a ConFest in 2020. From ticket sales of \$610000 the previous year to zero. The condition of financial records this year has vastly improved from the previous year. Last year there was several points brought to the Board from auditing requirements and for the protection of DTE funds. FinCom and Kristy the bookkeeper are to be congratulated for quality work and for working in a timely manner. DTE still has a problem of unreceipted expenses of \$25200.00 with either no receipts or not Bonafede receipts. <p>Questions to David Taplin will be handled off line.</p>	
8	<u>New Directors to the Board</u>	<i>Procedural</i>
	<p>Elisa Brock 22.27 (24.7%), Susan Helson 22.38 (24.8%) Kate Shapiro 22.34 (24.8%) Gary Lasky 23.12 (25.7%)</p>	
9	<u>Meeting Extension</u>	<i>Procedural</i>
	Meeting to be extended until 6.15 PM	Proposed Kate Shapiro PBC
10	<u>Working Bees</u>	
	<p>That the following changes be approved from the close of this GM, for working bees:</p> <p>1 / No food or accommodation costs getting to or from Woorooma or Bylands sites for a working bee will be covered by DTE.</p> <p>2 / On Woorooma or Bylands sites an allowance of \$11 per person per day for food and non alcoholic drinks during the working bee.</p> <p>3 / The maximum round trip fuel claim or public transport with receipts for volunteers coming to Woorooma or Bylands sites for a working bee is :- Travelling from :- Victoria \$ 150, South Australia \$ 225, New South Wales \$ 300 , Queensland \$ 500. However volunteers on onsite for less than four days may only claim a pro rata rate. ie. Two days on site only 50%.</p> <p>4 / When travelling more than 70 kilometres off the Woorooma or Bylands sites during a working bee to pick up a person, materials or supplies, up to \$20 per person allowance for lunch with receipts may be claimed.</p> <p>5 / Volunteers are expected to fill in a timesheet putting in an average of 4 hours per day overall at a working bee ie. 6 hours a day for two days followed by a day of play and rest or 5 hours a day for four days followed by a day of play and rest, etc.</p> <p>Background info: After a raft of motions where passed recently, it has been inappropriate to use DTE money for food or fuel, therefore I am proposing this motion to outline a structure and the appropriate use of DTE money for the explicit use at working bees only.</p> <p>Distance, time, expense information No 3 Melbourne to Moulamein site 386 lets say 400 km \$150.00 Adelaide to Moulamein site 565 lets say 600 km therefore \$225.00 Sydney to Moulamein site 791 lets say 800 km therefore \$300.00</p>	<p>Proposed Kevin Taylor Supported Lindy Hunt, Tom Robinson, Coral Larke, Kate Shapiro Motion Failed</p>

	Brisbane to Moulamein site 1496 lets say 1500 km therefore \$500.00 No 4 Moulamein Site to Barham 2732 83.1 km 55 min Moulamein Site to Swan Hill 3585 83,6 km 57 min Moulamein Site to Deniliquin 2710 94 km 62 min	
	<u>Contributor Covenant Code of Conduct</u>	
	That DTE adopts the Contributor Code of Conduct for its Code of Conduct. DTE needs a Code of Conduct that can be easily implemented to ensure that email forums, meetings and working bees are safe spaces for all DTE members and participants. For a Code of Conduct to work we need DTE members buy in, hence at recent OC and Board meetings the adoption of the Contributor Code of Conduct was in principle passed by consensus. We would appreciate members to endorse this in order to proceed. Contributor Covenant is a popular code of conduct for open source and ethical open-source projects and communities. For further information please refer to the links. https://www.contributor-covenant.org/version/1/4/code-of-conduct.html For answers to common questions about this code of conduct, see https://www.contributor-covenant.org/faq	Proposed Coral Larke Supported Lindy Hunt & John Magor Motion Deferred
12	<u>Financial Report Accepted</u>	
	That the financial report as presented by TBT be accepted by the cooperative.	Proposed Kate Shapiro Seconded Troy Reid Coral Larke Motion PBC
	<u>GM catering budgets allowed</u>	
	When we are again allowed to gather in groups in a Covid 19 safe way for SGM and AGM meetings that an amount of money be budgeted for catering at these meetings. This motion only pertains to SGM and AGM meetings Amendment When we are again allowed to gather in groups in a Covid 19 safe way for SGM and AGM meetings that up to \$250 be budgeted for catering at each meeting. This motion only pertains to SGM and AGM meetings	Proposed Lindy Hunt Seconded Coral Larke, Tania Morsman, Kate Shapiro Amendment t Lindy Hunt Seconded Susan Helson, Tania Morsman, Kathy Ernst PBM
13	<u>Meeting adjourned</u>	
	6.15 PM	
14	<u>Next Meeting Date & Time Confirmation</u>	Procedural
	6 th December, 2020	
15	<u>Meeting Ended</u>	Procedural
	6.15 pm	

