

Board of Directors Minutes

Date: 3rd December, 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	<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>																				
	19.49 PM																					
3	<u>Meeting coordinators</u>	<i>Procedural</i>																				
	Chairperson: Kate Shapiro & Coral Larke Minute Keeper: Robin Mac Pherson and Kate Shapiro																					
4	<u>Attendance</u>	<i>Procedural</i>																				
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. Ernst Kathy</td> <td style="width: 50%;">5. Reid Troy</td> </tr> <tr> <td>2. Larke Coral</td> <td>6. Shapiro Kate</td> </tr> <tr> <td>3. MacPherson Robin</td> <td>7. Waldram Grant</td> </tr> <tr> <td>4. Rasmussen Mark</td> <td></td> </tr> </table>	1. Ernst Kathy	5. Reid Troy	2. Larke Coral	6. Shapiro Kate	3. MacPherson Robin	7. Waldram Grant	4. Rasmussen Mark														
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5	<u>Confirmation of previous minutes</u>	<i>Procedural</i>																				
	Postponed																					
6	<u>Matters Arising</u>	<i>Procedural</i>																				
	Nil																					
7	<u>Correspondence</u>																					
	Unavailable																					
8	<u>Action Tasks</u>																					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date raised</th> <th>Subject</th> <th>Item</th> <th>Responsible</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>25-11-2020</td> <td>Memcom</td> <td>Memcom to contact Members who are not currently recognised as active and reach out and work out ways we maybe able</td> <td>Memcom</td> <td>Ongoing</td> </tr> <tr> <td>19/11/2020</td> <td>Complaints</td> <td>Grant to respond to the three complainants</td> <td>Grant</td> <td>Stalled</td> </tr> <tr> <td>12/08/2020</td> <td>Malcolm Matthews' correspondence</td> <td>Coral sent directors a draft response to Malcolm Matthews 5th June correspondence which the Board did not approve. Malcolm is still yet to receive a response despite many months since the</td> <td>Kate and Coral</td> <td>Ongoing</td> </tr> </tbody> </table>	Date raised	Subject	Item	Responsible	Status	25-11-2020	Memcom	Memcom to contact Members who are not currently recognised as active and reach out and work out ways we maybe able	Memcom	Ongoing	19/11/2020	Complaints	Grant to respond to the three complainants	Grant	Stalled	12/08/2020	Malcolm Matthews' correspondence	Coral sent directors a draft response to Malcolm Matthews 5 th June correspondence which the Board did not approve. Malcolm is still yet to receive a response despite many months since the	Kate and Coral	Ongoing	
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		enquiry was received. That the board will respond in 7 days to Malcolm.		
06/08/2020	Trailer from Jessica Townsend re Transfer of ownership	Transfer document - and Query 1500 in Bank account left there or deposited until the transfer of ownership is sighted * Asset Management will follow through - Keep on list	Mark to take up with CC Ongoing	Ongoing
05/10/2020	Document for Minute Keeping	Grant and Robin to create a support Document	Grant and Robin	
06/08/2020	Minutes 7th May 2020	- Not yet presented - Kate & Coral fix formatting	Kate & Coral	Complete
3-9-2020	Legal Council	When did we agree to speak to legal counsel? Identify the meeting where it was passed	Robin	Ongoing
19/08/2020	Co-operative Donation	- Notify a serious breach of the rules - Seek Legal Advice about how we fix up - Legal may have solution for example a Special resolution donation	Robin	Ongoing
06/08/2020	Obtain ANZ Land Title in regards to	- Discharge Water License - ANZ have copy of the license as security against the mortgage. when the mortgage was repaid in full, when paid in full process discharge to get back the title, This was never completed	Troy	Ongoing
05/10/2020	ICDA Subscription	20200911 ICDA subscription renewal notice 230.00	Robin	Ongoing
19/11/2020	Bank Australia	Bank Australia savings account has been set up. Money is being transferred into that account from the Bendigo Bank. Once monies has been deposited into the account it will be transferred into a term deposit as agreed to in a previous motion.	Coral	Ongoing
19/11/2020	Action Task Audit	Coral Larke to do an audit on the Action Task	Coral	Ongoing

9 Motions moved and passed by circular

Bank Australia Transfer

Motion 'that \$240,000 from DTE CSB Investment Account be transferred to the new DTE savings account with Bank Australia.'

Troy Reid 26/11/2020

2020 AGM scheduled

that the Board directs that director elections associated with the 2020 AGM scheduled for 2PM Sunday 29 November 2020 be configured in the same manner as the previous AGM held in March 2020 (i.e. using electronic voting with optional preferential voting tallied using the STV method) and that the election be administered by the cooperative's auditor acting as the returning officer and two election scrutineers, one to be nominated by the Board and another nominated by the Organising Committee or in default the Board, with the electronic postal ballot opening at 4PM Friday 20 November 2020 and closing 2:30PM Sunday 29 November 2020."

Troy Reid 12/11/2020

Grant Waldram to be the Board nominated election scrutineer Motion "that the Board appoints Grant Waldram to be the Board nominated election scrutineer for the 2020 AGM scheduled for 2PM Sunday 29 November 2020."

Troy Reid 12/11/2020

Instructions to Returning Officer to add 2 members to 2020 voter list

That the returning officer for the Down To Earth Cooperative 2020 Director's Election issue ballots for members with folio numbers 1709 (Kevin Garber) and 1739 (Pablo Wilbert) in line with their recognition as active members.

Troy Reid 26/11/2020

Instruction to issue ballot - Marc Cohen

	<p>'that the 2020 Director Election Returning Officer (David Taplin) is instructed to issue a ballot to active member Marc Cohen (folio 1385).'</p> <p>Troy Reid 26/11/2020</p>	
10	New Directors to be added as signatories	
	That the following incoming directors Susan Helson, Elisa Brock, Gary Lasky are added as signatories to accounts held by Down to Earth (Victoria) Cooperative Society with Bendigo Bank, Bank Australia and ANZ.	<p>Moved: Kate Shapiro</p> <p>Seconded: Troy Reid PBC</p>
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	<u>Carried Resolutions</u>	
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	<u>Meeting Ended</u>	
	10.30 PM	

