

# Down-To-Earth (Vic) Cooperative Society Limited

## Board Meeting Minutes

Date: **21 January 2021**

Time: **7:30pm**

Venue: **by Zoom**

Online: **[https://data.dte.org.au/meeting/current\\_meeting/portal.php](https://data.dte.org.au/meeting/current_meeting/portal.php)**

#	Item	
<b>1.</b>	<b><u>Meeting Started</u></b>	
	7:42 pm	
<b>2.</b>	<b><u>Meeting Coordinators</u></b>	
	Chairperson: Elisa Brock Minute Keeper: Kathy Ernst	
<b>3.</b>	<b><u>Acknowledgement of Country</u></b>	
	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.	
<b>4.</b>	<b><u>Attendance</u></b>	
	Kathy Ernst Elisa Brock Suzie Helson Coral Larke Gary Lasky Troy Reid Kate Schapiro - apology	Lance Nash Marte Kinder Trevor Pitt Rick Gill Robin McPherson Mark Helson Malcolm Matthews  Ellen Brogan Peter Tippet John Magor John Reid
<b>5.</b>	<b><u>Confirmation of Previous Meeting Minutes</u></b>	
	1) <b>03/12/2020</b> Not ready	
	2) <b>25/11/2020</b> Not ready	
	3) <b>11/01/2021</b> Moved : Suzie Helson      Seconded: Coral Larke      PBC	
<b>6.</b>	<b><u>Matters Arising; Agenda Items from Previous Board Meeting</u></b>	

1) No matters arising

**7. Correspondence / Payments**

1) Correspondence was deferred as directors did not have time to read correspondence as it was uploaded late to Sharepoint.

**8. Action Task List Review**

- 1) 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 **ONGOING**
- 2) 19/11/2020 **Complaints**  
There is nothing more to report at the moment - Grant will respond re the three complainants directly **BEING COMPLETED BY KATHY – One complaint answered – Two to go**
- 3) 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 **COMPLETED Replacement Certificate issued by ANZ**
- 4) 05/10/2020 **ICDA Subscription**  
- 20200911 ICDA subscription renewal notice 230.00 **ONGOING**
- 5) 7/01/2021 Kate to complete minutes for 3/12/2020 **ONGOING**
- 6) 7/01/2021 Troy to forward the Annual Updates to Consumer Affairs **ONGOING**
- 7) 7/01/2021 Troy to write Letter to Tania as specified by the Motion by Circular proposed by Mark on 9/12/2020. **ONGOING**
- 8) 7/01/2021 Coral to update Bendigo Bank signatories. **COMPLETED**
- 9) 11/01/2021 Kate to supply the information requested on 3/12/2020 i.e. "That Kathy Ernst, and any other director or director-elect wanting the information, is provided with the brief given to Redd Consulting. If there was no written brief, this should be stated and a summary of the verbal brief be given. This must be done within seven days". **ONGOING**
- 10) 11/01/2021 Kate to take the lead on formulating an appropriation motion with other directors to have active input. **ONGOING**
- 11) 11/01/2021 Jack and Isaac to keep in contact while Jack is the only person on site. **ONGOING**
- 12) 11/01/2021 John Reid and Isaac to work on fixing the site phone. **ONGOING (working with Troy)**

**9. Motions by Circular**

	<b><u>Motions and Agenda Items</u></b>
<b>10.</b>	<b>ANZ Compensation</b>
<p>MOTION: That Troy Reid be authorised to accept the ANZ Bank compensation offer of \$5,000 into the DTE Investment Account.</p> <p>Moved: Suzie Helson    Seconded: Troy Reid    PBC</p>	
<b>11.</b>	<b>Site Access</b>
<p>DETAILS: At the board meeting on 2 April 2020, the Board tabled a motion by circular that included 'no persons shall be permitted to enter DTE properties from 9PM Saturday 21 March 2020 until further notice'. See link for full motion by circular. In the motion, I am proposing, I am only including visits to site by individuals or small groups. Depending on the Covid situation, larger working bees may require a Covid plan.</p> <p>LINK: <a href="https://www.dte.org.au/minutes/2020-04-02 Board%20Minutes.pdf">https://www.dte.org.au/minutes/2020-04-02 Board%20Minutes.pdf</a></p> <p>MOTION: The Board declares that Warooma and Bylands are open for visits by members and volunteers subject to a maximum of 10 people on either site (excluding organised working bees with a Covid plan), subject to government Covid travel rules and subject to the current process for approving visits by individuals.</p> <p>MOVED: Kathy Ernst    Seconded: Troy Reid    PBC</p>	
<b>12.</b>	<b>Site Visit</b>
<p>MOTION: John Reid and Andrew Wilkinson are granted permission to visit Woorooma and Bylands, from around 25 January.</p> <p>MOVED: Troy Reid    Seconded: Suzie Helson    PBC</p>	
<b>13.</b>	<b>Method of notifying directors of extra Board meetings</b>
<p>DISCUSSION All directors nominate notification of extra Board meetings by SMS except Suzie and Kathy who would like to be notified by email.</p>	
<b>14.</b>	<b>Bike Crew visit to Woorooma</b>
<p>DETAILS: Confest Bike crew request that the DTE board approve a visit by Confest Bike Crew to the Woorooma site between the dates 18 Mar 21 to 08 Apr 21 (approximately) for the purpose of performing the following work: (1) Ensure compliance with the Confest DTE Onsite Storage Policy by moving the Bike Crew shipping container (approved by agenda item 8370) and building and placing the footings required by the said policy, (2) Bike repairs and maintenance, (3) Paint items to promote cultural</p>	

identity, and prevent loss and theft, (4) Delivery of additional donated bicycles, required new materials and \$1034.59 worth of materials purchased for the cancelled Easter 2020 Confest, (5) Organise and arrange the efficient utilisation of space within the Bike Crew Shipping container and enclosed trailer with shelving and plywood boards, (5) Generally perform important repairs, painting, improvements and maintenance of our DTE capital assets and guard against weathering, flooding and deterioration. In addition, performing this work will greatly improve Confest Bike Crew's ability to: (a) Help other 24hr worker volunteers with bike loans in a timely fashion when a festival occurs, (b) Help the public with bike repairs when a festival occurs, (c) Reduce stress on workload on the Bike Crew members (who do much more than their required share of work) during the pre-set up and set up period and festival proper of the next festival, (d) Take advantage of the absence of "customers", (d) Build team camaraderie and skills, (e) Allow more freedom of time at the next festival for cultural activities

MOTION: The board authorises the visit of Confest Bike Crew (an OC function) to the Woorooma site between the dates 18 Mar 21 to 08 Apr 21 (approximately) to perform work in their area of responsibility and will provide access, drinking water and mains power.

MOVED: Troy Reid Seconded: Coral Larke PBC

#### 15. **Redd Consulting - again and again**

DETAILS: Why am I continuing to hit my head on a brick wall? For six months I have been asking for information on Redd Consulting. When one director is working with external consultants and professionals, other directors should not normally directly contact that external person. But when that director is not providing information, other directors have the responsibility to find out what is going on.

MOTION: That Kathy Ernst is authorised to contact Redd Consulting to get answers to her questions and a copy of the brief, report, invoices and other correspondence and distribute it to other directors

MOVED: Kathy Ernst Seconded Gary Lasky PBM

#### 16. **Carried Resolutions**

- 1) That Troy Reid be authorised to accept the ANZ Bank compensation offer of \$5,000 into the DTE Investment Account.
- 2) The Board declares that Woorooma and Bylands are open for visits by members and volunteers subject to a maximum of 10 people on either site (excluding organised working bees with a Covid plan), subject to government Covid travel rules and subject to the current process for approving visits by individuals.
- 3) That John Reid and Andrew Wilkinson are granted permission to visit Woorooma and Bylands, from around 25 January.
- 4) That The board authorises the visit of Confest Bike Crew (an OC function) to the Woorooma site between the dates 18 Mar 21 to 08 Apr 21 (approximately) to perform work in their area of responsibility and will provide access, drinking water and mains power.

- 5) That Kathy Ernst is authorised to contact Redd Consulting to get answers to her questions and a copy of the brief, report, invoices and other correspondence and distribute it to other directors

**17. Actions Tasks from this meeting**

- 1) 21/01/2021 Coral to complete minutes for 25/11/2020
- 2) 21/01/2021 Follow up OC registration of trailer in March
- 3) 21/01/2021 Coral to contact Bendigo Bank re removal of David Cruise as a signatory.
- 4) 21/01/2021 Coral to redraft the letter to Tania as specified by the Motion by Circular proposed by Mark on 9/12/2020.
- 5) 21/01/2021 Suzie to send a letter to GSC asking them to investigate a Covid Safety Plan for Warooma and Bylands.
- 6) 21/01/2021 Troy to send out an email regarding a GSC meeting to be held on 27 January at 7:30pm.
- 7) 21/01/2021 Board discussion on 26 January at 4:30pm to discuss single person on site.
- 8) 21/01/2021 Kathy to defer action on Redd Consulting until after the 26/1/2021 Board discussion.

**18. Next Meeting Date & Time Confirmation**

Thursday 4 February 2021 at 7:30 pm

**19. Meeting Ended**

10:38