

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

## Board Meeting Minutes

Date: **03/06/2021**

Time: **7:30pm**

Venue: **Online via 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>																					
	7:35pm																					
<b>2.</b>	<b><u>Meeting Coordinators</u></b>																					
	Chairperson: Elisa Brock, Coral Larke chairs at 8:43pm, Elisa at 8:46pm Minute Keeper: Vanessa 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>																					
	<table border="1"> <tbody> <tr> <td>Coral Larke</td> <td>John Magor</td> <td>Vanessa Ernst</td> </tr> <tr> <td>Elisa Brock</td> <td>Lance Nash</td> <td>Peter Tippett</td> </tr> <tr> <td>Gary Lasky</td> <td>Malcolm Matthews</td> <td>Andrew Wilkinson</td> </tr> <tr> <td>Kate Shapiro</td> <td>Mark Rasmussen</td> <td>Darrylle Ryan</td> </tr> <tr> <td>Kathy Ernst</td> <td>Martin Schwarz</td> <td>Melody Braithwaite</td> </tr> <tr> <td>Suzie Helson</td> <td>Rick Gill</td> <td></td> </tr> <tr> <td>Troy Reid</td> <td>Robin Macpherson</td> <td></td> </tr> </tbody> </table>	Coral Larke	John Magor	Vanessa Ernst	Elisa Brock	Lance Nash	Peter Tippett	Gary Lasky	Malcolm Matthews	Andrew Wilkinson	Kate Shapiro	Mark Rasmussen	Darrylle Ryan	Kathy Ernst	Martin Schwarz	Melody Braithwaite	Suzie Helson	Rick Gill		Troy Reid	Robin Macpherson	
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<b>5.</b>	<b><u>Confirmation of Previous Meeting Minutes</u></b>																					
	1) <b>20/05/2021</b>  Moved: Kathy Ernst      Seconded: Gary Lasky      PBC																					
<b>6.</b>	<b><u>Matters Arising from minutes of previous Board Meeting</u></b>																					
	1) Has any progress been taken on carried resolution 4: Item 13260? Added to Task List.																					
<b>7.</b>	<b><u>Correspondence / Payments</u></b>																					
	No correspondence.																					
<b>8.</b>	<b><u>Matters arising from Correspondence</u></b>																					

**9. 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 may be able – REPLACED WITH TASK 9)

2) 05/10/2020 ICDA Subscription - 20200911

ICDA subscription renewal notice 230.00 – COMPLETED

3) 18/03/2021

Kate to work with Elle to make a Covid Safe Plan - ONGOING

4) 06/05/2021

Vanessa Ernst to email Troy Reid with Word document of minutes for 01/04/2021 meeting so they can be corrected – COMPLETED

5) 06/05/2021

Troy Reid to respond to Melody Braithwaite advising that Sydney Confest funds area Confest Committee matter – COMPLETED

6) 06/05/2021

Troy Reid to contact Kate Shapiro about Covid Safe Plan – COMPLETED

7) 20/05/2021

Elisa Brock to contact Kate Shapiro to see if she is maintaining complaints register – COMPLETED

8) 20/05/2021

Troy Reid and Kathy Ernst to tally a list of director inactivity points – COMPLETED

9) 20/05/2021

Troy to contact Memcom to send the letter by email and/or post to inactive members – ONGOING

**10. Motions by Circular**

Motion that the DTE Board of Directors present the following motion at the cooperative's next General Meeting for members to consider as special business:

Motion "that the DTE Board is required to establish and maintain a publicly accessible register of all DTE active members who have successfully obtained a current Working With Children (WWC) Check in Victoria or an equivalent assessment scheme from another jurisdiction. This register must record the legal name of each active member, the member's shareholder number, which Australian state or territory provided the assessment, the unique ID identifying an assessment, the date a successful assessment was granted and date when the assessment validity expires. The register will also record if an active member has not obtained an assessment. The DTE Board is also required to contact active members and encourage them to obtain a current WWC check in Victoria or equivalent assessment from their jurisdiction and the Board shall provide active members any assistance necessary to facilitate their application of assessment."

Proposed by Troy Reid on 28/5/21 Opposed by Kathy Ernst

<b><u>Motions and Agenda Items</u></b>	
<b>11.</b>	<b>Item 13302: Return of unused appropriations to the Investment Account</b>
<p>MOTION: That the Board supports the Organising Committee motion passed on 2 June 2021: 'That all standing committee accounts and all single signature accounts are reduced to zero on 30 June 2021 and all signatories are warned of this in advance'.</p> <p>MOVED: Kathy Ernst          Seconded: Gary Lasky</p>	
<p>PROPOSED AMENDMENT: 'that all standing committee accounts and all single signature accounts are reduced to zero on 30 June 2021 and all signatories are warned of this in advance and given the opportunity to request special consideration from the board via reply email to have the funds remain allocated and disbursed.'</p> <p>Moved: Kate Shapiro          Seconded: Troy          Failed</p>	
<p>MOTION: That the Board supports the Organising Committee motion passed on 2 June 2021: 'That all standing committee accounts and all single signature accounts are reduced to zero on 30 June 2021 and all signatories are warned of this in advance'.</p> <p>MOVED: Kathy Ernst          Seconded: Gary Lasky          Failed</p>	
<b>12.</b>	<b>Motion 2</b>
<p>MOTION: Motion 'that all standing committee accounts and all single signature accounts are reduced to zero on 30 June 2021 and all signatories are warned of this in advance and given the opportunity to request special consideration from the board via reply email to have the funds remain allocated and disbursed.'</p> <p>MOVED: Kate Shapiro          Seconded: Coral Larke          PBC</p>	
<b>13.</b>	<b>Motion 3</b>
<p>MOTION: Motion "that on 30 June all single signature accounts are return to zero, prior to the clearing of standing committee accounts, and all signatories are warned of this in advance and given the opportunity to request special consideration from the board via reply email to have the funds remain allocated and disbursed."</p> <p>MOVED: Coral Larke          Seconded: Kate Shapiro          PBC</p>	
<b>14.</b>	<b>Item 13262: Newsletter for members volunteers</b>
<p>DETAILS: A Media Comms group is forming with the intent to publish a regular newsletter for members and volunteers. The newsletter aims to: - Increase member engagement. - Improve member retention. - Facilitate volunteering.</p> <p>MOTION: That the Media Comms group be authorised to publish a monthly newsletter to members and volunteers.</p> <p>MOVED: Robin Macpherson</p>	
<p>AMENDED MOTION: That the Media Comms group be authorised to publish a monthly newsletter to members and volunteers from a new email distribution list "newsletter@dte.coop" and that the Board is provided a preview of the newsletter 36 hours prior to publishing.</p> <p>Moved: Troy Reid          Seconded: Coral Larke          PBC</p>	

<b>15.</b>	<b>Item 13279: Appointment of Secretary</b>
<p>DETAILS: To appoint the secretary until the next 12 months or next AGM.</p> <p>MOTION: To appoint Kathy Ernst as the new secretary of DTE.</p> <p>MOVED: Gary Lasky</p> <p style="text-align: center;"><i>Motion deferred as meeting ran out of time</i></p>	
<b>16.</b>	<b><u>Carried Resolutions</u></b>
<ol style="list-style-type: none"> <li>1) Motion 'that all standing committee accounts and all single signature accounts are reduced to zero on 30 June 2021 and all signatories are warned of this in advance and given the opportunity to request special consideration from the board via reply email to have the funds remain allocated and disbursed.</li> <li>2) Motion "that on 30 June all single signature accounts are return to zero, prior to the clearing of standing committee accounts, and all signatories are warned of this in advance and given the opportunity to request special consideration from the board via reply email to have the funds remain allocated and disbursed."</li> <li>3) Item 13262: That the Media Comms group be authorised to publish a monthly newsletter to members and volunteers from a new email distribution list "newsletter@dte.coop" and that the Board is provided a preview of the newsletter 36 hours prior to publishing.</li> </ol>	
<b>17.</b>	<b><u>Actions Tasks from this meeting</u></b>
<ol style="list-style-type: none"> <li>1) Troy Reid to follow up Item 13260 and writes to TBT reminding them of Section 262 of the CNL and that at the 2020 AGM members were told to submit their unanswered questions to TBT to receive an answer and request that TBT provides an answer to the questions submitted by Kathy Ernst.</li> </ol>	
<b>18.</b>	<b><u>Next Meeting Date &amp; Time Confirmation</u></b>
<p>Thursday July 1<sup>st</sup> 2021 at 7:30pm</p>	
<b>19.</b>	<b><u>Meeting Ended</u></b>
<p>10:55pm</p>	