

Down-To-Earth (Vic) Cooperative Society Limited

**Organising Committee  
Executive Arm of the Board**

# Minutes

**Date:** Thursday 11 November 2021  
**Scheduled Start:** After the ConFest Committee meeting  
**Venue:** Online via Zoom data.dte.org.au

|                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
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| <b>1</b>              | <b><u>Meeting Started</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <i>Procedural</i>     |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
|                       | 9:55 pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| <b>2</b>              | <b><u>Meeting coordinators</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <i>Procedural</i>     |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
|                       | <b>Chairperson:</b> Kevin Taylor<br><b>Minute Keeper:</b> Melody Braithwaite                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| <b>3</b>              | <b><u>Acknowledge and pay respect to the traditional owners and ongoing custodians of the land by Tania Morsman</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
|                       | I am acknowledging the country I live on as Quandamooka Country. I give respects to our elders past present and emerging. I acknowledge the Quandamooka peoples presence and ongoing commitment to country, the people and connection to this country. I acknowledge Delvene Cockatoo Collins from Minjerribah Island and her art work that is displayed with presence in the shopping centre.                                                                                                                                                                                                                                                                                                                                        |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| <b>4</b>              | <b><u>Attendance</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <i>Procedural</i>     |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
|                       | <table><tr><td>1. Melody Braithwaite</td><td>13. Malcolm Matthews</td></tr><tr><td>2. David Cruise</td><td>14. Deb Moerkerken</td></tr><tr><td>3. Kathy Ernst</td><td>15. Tania Morsman</td></tr><tr><td>4. Darren Geraghty</td><td>16. Lance Nash</td></tr><tr><td>5. Rick Gill</td><td>17. Trevor Pitt</td></tr><tr><td>6. Ian Hales</td><td>18. Mark Rasmussen</td></tr><tr><td>7. Mark Helson</td><td>19. Darrell Reid</td></tr><tr><td>8. Suzie Helson</td><td>20. John Reid</td></tr><tr><td>9. Lindy Hunt</td><td>21. Aaron Shipperlee</td></tr><tr><td>10. Caryn Kettle</td><td>22. Kevin Taylor</td></tr><tr><td>11. Marte Kinder</td><td>23. Peter Tippett</td></tr><tr><td>12. Robin Macpherson</td><td></td></tr></table> | 1. Melody Braithwaite | 13. Malcolm Matthews | 2. David Cruise | 14. Deb Moerkerken | 3. Kathy Ernst | 15. Tania Morsman | 4. Darren Geraghty | 16. Lance Nash | 5. Rick Gill | 17. Trevor Pitt | 6. Ian Hales | 18. Mark Rasmussen | 7. Mark Helson | 19. Darrell Reid | 8. Suzie Helson | 20. John Reid | 9. Lindy Hunt | 21. Aaron Shipperlee | 10. Caryn Kettle | 22. Kevin Taylor | 11. Marte Kinder | 23. Peter Tippett | 12. Robin Macpherson |  |  |
| 1. Melody Braithwaite | 13. Malcolm Matthews                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 2. David Cruise       | 14. Deb Moerkerken                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 3. Kathy Ernst        | 15. Tania Morsman                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 4. Darren Geraghty    | 16. Lance Nash                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 5. Rick Gill          | 17. Trevor Pitt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 6. Ian Hales          | 18. Mark Rasmussen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 7. Mark Helson        | 19. Darrell Reid                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 8. Suzie Helson       | 20. John Reid                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 9. Lindy Hunt         | 21. Aaron Shipperlee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 10. Caryn Kettle      | 22. Kevin Taylor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 11. Marte Kinder      | 23. Peter Tippett                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| 12. Robin Macpherson  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| <b>5</b>              | <b><u>Confirmation of previous minutes</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <i>Procedural</i>     |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
|                       | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
| <b>6</b>              | <b><u>Matters Arising</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <i>Procedural</i>     |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |
|                       | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                      |                 |                    |                |                   |                    |                |              |                 |              |                    |                |                  |                 |               |               |                      |                  |                  |                  |                   |                      |  |  |

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| <b>7</b>  | <b><u>Correspondence / Payments</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                      |
|           | Board asked OC to address the matter of the safe storage of gas bottles on the Woorooma site.<br><a href="https://data.dte.org.au/files/OCM20211111SH_GasBottleStorage.pdf">https://data.dte.org.au/files/OCM20211111SH_GasBottleStorage.pdf</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                      |
| <b>8</b>  | <b>Agenda item ID: 13571- Water NSW - Debt Notice</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                      |
|           | <b>Agenda details:</b> Urgent Debt Notice WaterNSW<br><b>Motion:</b> That the OC urgently pays WaterNSW debt notice for \$258.28.<br><a href="https://data.dte.org.au/files/21%2010%2005%20WaterNSW%20debt%20notice%20\$258.28.pdf">https://data.dte.org.au/files/21%2010%2005%20WaterNSW%20debt%20notice%20\$258.28.pdf</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <i>Moved by<br/>Kathy Ernst</i><br><br><i>Seconded<br/>by Suzie<br/>Helson</i><br><br><b>PBC</b>     |
| <b>9</b>  | <b>Agenda item ID: 13572 - Water NSW Invoice - urgent</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                      |
|           | <b>Agenda details:</b> urgent invoice - WaterNSW - Kathy Ernst has spoken to WaterNSW to confirm accounts are being sent to <a href="mailto:accounts@dte.org.au">accounts@dte.org.au</a><br><b>Motion:</b> That the OC urgently pays WaterNSW invoice for \$58.89<br><a href="https://data.dte.org.au/files/21%2010%2013%20WaterNSW%20tax%20invoice%20\$58.89.pdf">https://data.dte.org.au/files/21%2010%2013%20WaterNSW%20tax%20invoice%20\$58.89.pdf</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <i>Moved by<br/>Kathy Ernst</i><br><br><i>Seconded<br/>by Malcolm<br/>Matthews</i><br><br><b>PBC</b> |
| <b>10</b> | <b>Agenda item ID: 13554 - Water Meter Woorooma</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                      |
|           | <b>Agenda details:</b> NSW Water require water drawn under licence be metered, and the meter should be installed by 1 December this year.<br><a href="https://data.dte.org.au/files/OCM20211026JR_WaterMeterQuote%20.pdf">https://data.dte.org.au/files/OCM20211026JR_WaterMeterQuote%20.pdf</a><br><a href="https://data.dte.org.au/files/OCM20210824KE_20210617%20NSW%20DeptPIE%20Water_Metering.pdf">https://data.dte.org.au/files/OCM20210824KE_20210617%20NSW%20DeptPIE%20Water_Metering.pdf</a><br><b>Motion:</b> That the budget amount of \$8738 for a water meter at Woorooma be approved and the funds placed on John Reid's card.<br><a href="https://data.dte.org.au/files/WooroomaWaterMeterBudget.pdf">https://data.dte.org.au/files/WooroomaWaterMeterBudget.pdf</a><br><b>Discussion:</b> <ul style="list-style-type: none"><li>• John Reid found a company to provide seals and pumps to quote</li><li>• Quotes will vary depending on (1) if they get one person from Swan Hill, or two people from Hay, and (2) what hardware that they bring with them</li><li>• John will have to drive up to meet them on site</li></ul> | <i>Moved by<br/>John Reid</i><br><br><i>Seconded<br/>by David<br/>Cruise</i><br><br><b>PBC</b>       |
| <b>11</b> | <b>Agenda item ID: 13555 - Water Meter Bylands Bore</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                      |
|           | <b>Agenda details:</b> NSW Water require water drawn under licence be metered, and the meter should be installed by 1 December this year.<br><a href="https://data.dte.org.au/files/OCM20211026JR_WaterMeterQuote%20.pdf">https://data.dte.org.au/files/OCM20211026JR_WaterMeterQuote%20.pdf</a><br><a href="https://data.dte.org.au/files/OCM20210824KE_20210617%20NSW%20DeptPIE%20Water_Metering.pdf">https://data.dte.org.au/files/OCM20210824KE_20210617%20NSW%20DeptPIE%20Water_Metering.pdf</a><br><b>Motion:</b> That the budget amount of \$8738 for a water meter at Bylands be approved and the funds placed on John Reid's card.<br><a href="https://data.dte.org.au/files/BylandsWaterMeterBudget.pdf">https://data.dte.org.au/files/BylandsWaterMeterBudget.pdf</a>                                                                                                                                                                                                                                                                                                                                                               | <i>Moved by<br/>Lindy Hunt</i><br><br><i>Seconded<br/>by Malcolm<br/>Matthews</i><br><br><b>PBC</b>  |

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| <b>14</b> | <b><u>Carried Resolutions</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                    | <i>Procedural</i>                      |
|           | <p><b>Item 13571: That the OC urgently pays WaterNSW debt notice for \$258.28.</b></p> <p><b>Item 13572: That the OC urgently pays WaterNSW invoice for \$58.89</b></p> <p><b>Item 13554: That the budget amount of \$8738 for a water meter at WOOROOMA be approved and the funds placed on John Reid's card.</b></p> <p><b>Item 13555: That the budget amount of \$8738 for a water meter at BYLANDS be approved and the funds placed on John Reid's card.</b></p> | Suzie Helson<br>to do<br>disbursements |
| <b>16</b> | <b><u>Next Meeting Date &amp; Time Confirmation</u></b>                                                                                                                                                                                                                                                                                                                                                                                                              | <i>Procedural</i>                      |
|           | Thursday 25th December 2021 at 7:30pm (Daylight saving time)                                                                                                                                                                                                                                                                                                                                                                                                         |                                        |
| <b>17</b> | <b><u>Meeting Ended</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                          | <i>Procedural</i>                      |
|           | 10:28pm                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |