

Down-To-Earth (Vic) Cooperative Society Limited

BOARD

Minutes

Date: **04/11/2021**
 Time: **7:30pm**
 Venue: **Online via Zoom**
 Online: <https://dte.coop/live.meeting>

#	Item	<i>Raised by:</i>		
1	<u>Meeting Started</u>	<i>Procedural</i>		
	7:34			
2	<u>Election of Chair</u>	<i>Procedural</i>		
	Confirmation of Chairperson: John Magor 7:34 Tania Morsman 10:16 John Magor 10:19 Confirm Minute Keeper: Malcolm Matthews Acknowledge of Country Kathy Ernst			
3	<u>Attendance</u>	<i>Procedural</i>		
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> Kathy Ernst Suzie Helson Elisa Brock Troy Reid Gary Lasky Coral Larke Kate Shapiro John Magor Lance Nash Robin Macpherson Deb Moerkerken </td> <td style="width: 50%; border: none; vertical-align: top;"> Malcolm Matthews David Cameron Mark Helson Andrew Wilk Tania Morsman Mark Rasmussen Rick Gill Paul (did not respond to voice check) Brian Denham Daryll Ryan Martin Schwarz Marte 1731 Jack Wells </td> </tr> </table>	Kathy Ernst Suzie Helson Elisa Brock Troy Reid Gary Lasky Coral Larke Kate Shapiro John Magor Lance Nash Robin Macpherson Deb Moerkerken	Malcolm Matthews David Cameron Mark Helson Andrew Wilk Tania Morsman Mark Rasmussen Rick Gill Paul (did not respond to voice check) Brian Denham Daryll Ryan Martin Schwarz Marte 1731 Jack Wells	
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4	<u>Confirmation of Previous Meeting Minutes</u>	<i>Procedural</i>		
	07/10/2021 Board Minutes Moved: Kathy Seconded: Elisa P.B.C. Previous minutes 18/3/2021 unratified minutes need to be approved Moved Elisa Second Kate PBC	<i>Moved Kathy Second Elisa</i>		
5	<u>Task Check List</u>	<i>Procedural</i>		
	1. Gypsy Trailer 2020 08 06 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	<i>Follow up Suzie/Malcolm</i>		

sighted* Asset Management will follow through - Keep on list
21/01/2021 01 21 Follow up OC registration of trailer in March – SUZIE TO FOLLOW UP

Suzie and Malcolm following up. **IN PROGRESS**

Completed

2. Letter to Tania (motion by circular 9/12/2020)

2021 01 07 Troy to write Letter to Tania as specified by the Motion by Circular proposed by Mark on 9/12/2020. Replaced by action item 14 being done by Coral

2021 01 21 Coral to redraft the letter to Tania as specified by the Motion by Circular proposed by Mark on 9/12/2020. **COMPLETED**

Completed

3. Bendigo Bank

2021 01 21 Coral to contact Bendigo Bank re removal of David Cruise as a signatory. **COMPLETED**

Completed

4. ICT – search engine results

2021 02 04 Gary to write to ICT asking for recommendations on how to block DTE minutes from inclusion in search engine results – **COMPLETED**

In Progress

5. Gas Bottles and fuel

2021 02 04 Suzie to write to OC informing them of the motion about storage of gas bottles and fuel – **COMPLETED**

Suzie to write to OC enquiring on progress. **IN PROGRESS**

Completed

6. Sydney ConFest

2021 06 05 Troy Reid to respond to Melody Braithwaite advising that Sydney ConFest funds are a ConFest Committee matter **COMPLETED**

Ongoing

7. Covid Safe Plan

2021 06 05 Troy Reid to contact Kate Shapiro about Covid Safe Plan

2021 03 18 Kate to work with others to make a Covid Safe Plan **DEFERRED UNTIL AN EVENT IS BEING PLANNED – ONGOING**

On going

8. Complaints File

2021 07 01 Troy to help Elisa to set up a document library for complaint documents **IN PROGRESS**

On going

9. Complaints about inappropriate spending

2021 07 01 Gary to draft the letter to send to people who send complaints or queries about inappropriate spending.

*Kathy has drafted a process and series of letters which has been sent to directors for comment and will be presented to Board after the AGM. **IN PROGRESS***

In Progress

10. Trevor Pitt

2021 07 01 Troy and Elisa to write a letter to Trevor Pitt regarding his resignation **REPLACED**

2021 08 19 Troy to carry out the actions in Trevor Pitt's resignation letter (removal of all of Trevor Pitt's information unless legally required) **NOT REQUIRED**

2021 10 07 Kate to write a letter to Trevor Pitt thanking him for his years of work as a member. **IN PROGRESS**
(Gary wrote to Trevor).

Not Required

	<p>11. Board appropriation</p> <p>2021 08 05 Draft an appropriation for the board for next SGM (to be assigned at next meeting) 2021 08 05 Troy to prepare an appropriation motion for the September SGM EXPIRED - NOT REQUIRED</p> <p>12. Inactive members</p> <p>Inactive members have been given notice regarding their removal (agenda item 13250). Some members have requested an extension of their inactive period. The Board needs to decide whether to grant an extension and inform these members accordingly and remove the other inactive members. TO BE ACTIONED</p> <p>13. Miscellaneous</p> <p>2021 07 01 Troy to respond to Gary Harding COMPLETED BY ROBIN 2021 08 19 Kate and Secretary to respond to Marty's letter ONGOING</p>	
6	<u>Correspondence / Payments</u>	<i>Procedural</i>
	<p>Correspondence incoming Jess Townsend Bank Account completed Tania Morsman Director's activity points ongoing Elisa to respond Marte kinder Permission to visit wooroona completed OC insurance completed OC Association liability completed Melody Braithwaite update about Fincom out of date Invoice NSW Water Property Woorooma Trevor Pitt assist the Board with the upcoming mediation Invoice Worklogic Invoice Mark Williams completed</p> <p>Correspondence outwards ASIC details registration for Danial Tie Membership Andrew Wilkerson activity form</p>	
	<u>Matter arising</u>	
	<p>Motion That the board approves payment to Worklogic invoice no 6266 \$207.90 Moved Troy Reid Second Elise Brook PBC</p>	
8	<u>Agenda Items</u>	
	<p>Old ID: ID: 13541 Date: 2021-11-02 21:22:01 Meeting: Board Agenda item: Corrections to the Financial Report</p> <p>Agenda details: In response to the proposed motion by Circular to approve the Financial Report for the AGM, several directors objected to the motion and said corrections were required. Other directors have made multiple requests to the objecting directors for an explanation of what these corrections are. These emails have gone unanswered.</p>	

Motion: No motion, just a request for these objecting directors to explain what the corrections are and why they have ignored emails asking for details of these corrections.

Item by: Kathy Ernst

Request for information what are the issue about concern in the financial reports
Discussion about meeting with the Auditor about annual report.
Meeting before the discussion with Auditor (Suggested day before)

Old ID: ID: **13549**

Date: **2021-11-04 20:40:06**

Meeting: **Board**

Agenda item: **Inactive Membership Request**

Motion: Motion to extend an additional year of inactive membership on response to a notice of membership cancellation to the following members: Stephen Rowles (1813) Philip Bateman (1684) Jenna Trostle (1842)

Item by: Troy Reid Second ?? PBC

Old ID: ID: **13514**

Date: **2021-10-12 09:28:04**

Meeting: **Board**

Agenda item: **confest.community 1/7/21**

Agenda details: We need to know more about this domain e.g. who owns this domain name, if owned by DTE, what is it used for, why are we paying for domain privacy, if not owned by DTE, why are we paying for it, is it a breach of our trademark?

Motion: The Board investigates the domain name 'confest.community'.

Item by: Kathy Ernst

<https://drive.google.com/drive/folders/12zz8FyWyFDGp478SJ8a6G0noHoUt9VeH?usp=sharing>

Troy provide details of the domain registration
Directors and members spoke about the use of domain and privacy.
Motion was withdrawn by Kathy

Meeting extend to conclusion of agenda item 13552

Old ID: ID: **13552**

Date: **2021-11-04 20:46:45**

Meeting: **Board**

Agenda item: **Inactive Membership Cancellation**

Agenda details: See Attached

https://docs.google.com/document/d/1d2dCrJTYSZZSfVSjLnnUIldgs1oLpRzSk3j_TTbI2wOE/edit?usp=sharing

Motion: Troy Reid Second Elisa Brook

Item by: Troy Reid

https://docs.google.com/document/d/1d2dCrJTYSZZSfVSjLnnUIldgs1oLpRzSk3j_TTbI2wOE/edit?usp=sharing

A large number of member names were read out. 34 Members on the membership

	list. Objection Kate Shapiro, Kathy Ernst A number of members should be dealt in other ways. Motion deferred by Troy Reid.	
	<i>Kate</i> acknowledge the work of the outgoing directors. John Magor spoke about the service given by the 3 outgoing directors	
		<i>Procedural</i>
	<u>Actions to be taken</u>	<i>Procedural</i>
	Tania Morsman Director's activity points ongoing Elisa to draft and send to all directors Invoice NSW Water to OC Trevor Pitt assist the Board with the upcoming mediation Gary to respond Paid Worklogic	
	<u>Next Meeting Date & Time Confirmation</u>	<i>Procedural</i>
	Next meeting Thursday 2/12/2021	
	<u>Meeting Ended</u>	<i>Procedural</i>
	11:15 pm	