

DTE BOARD MINUTES

Date: 4/07/2022

Time: 7:30 pm

Venue: Zoom

Join Online: https://data.dte.org.au/meeting/current_meeting/portal.php

1. Meeting Started

7:39

2. Chair and Minute keeper

Chair: Robin Macpherson

Minute keeper: Kathy Ernst

Hosts: Elisa Brock

3. Acknowledgement of Country

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.

4. Attendance

Kathy Ernst Suzie Helson Robin Macpherson Elisa Brock Kate Schapiro Not present Gary Lasky	Darrylle Ryan Andrew Wilkinson Peter Tippet Ray Higgins Trevor Pitt Kevin Elliot Kevin Taylor Natalie Bull	John Reid Malcolm Matthews Marty Schwartz Lance Nash Deb Moerkerken
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5. Confirmation of Previous Meeting Minutes

1) Date: 3/3/2022

Moved: Suzie Seconded: Robin, PBC

6. Matters arising from Previous Meeting Minutes

1) None

7. Action tasks from previous meetings

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 sighted* Asset Management will follow through - Keep on list NO ACTION

21/01/2021 01 21 Follow up OC registration of trailer in March – SUZIE TO FOLLOW UP

22 01 06 Suzie to write to OC to follow up.

22 02 03 Suzie has money to pay the registration and will continue to try to contact Jessica to finalise.

22 04 07 Suzie has had further contact with Jessica. **IN PROGRESS**

2. *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. **COMPLETED**

22 01 06 Suzie to write to OC enquiring on progress **COMPLETED**

22 02 03 Secretary to write to OC informing them of the motion about storage of gas bottles and fuel **COMPLETED**

22 03 03 Information has been received from the OC, Board to discuss **ONGOING**

3. *Complaints File*

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

2022 03 03 Robin to help Elisa to set up a document library for complaint documents **MOVING FORWARD**

4. *Complaints about inappropriate spending*

21 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.

22 02 03 Documents have been provided to the new Board but have not been approved yet **IN PROGRESS**

5. *Inactive members*

21 11 04 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.

22 02 03 MOTIONS PASSED DURING MEETING

22 03 03 Action points arising from these motions

Kathy following up with MemCom **ONGOING**

Kathy to follow up with BLN after Membership Register is updated **WAITING FOR MEMCOM**

Kathy to send correspondence to those whose inactive status has been extended **COMPLETED**

22 04 07 Kathy has sent another email to MemCom **ONGOING**

6. *Marty's Letter*

21 08 19 Kate and Secretary (Troy) to respond to Marty's letter **ABANDONED**

7. *Leaves of absence*

22 01 06 Gary to form a work group to investigate whether leaves of absence have been granted in excess of what is permitted by DTE Rules. **YET TO BE STARTED**

8. *Autoresponder to Correspondence to Secretary*

22 03 03 Kathy to set up auto responder on Secretary email **ONGOING**

22 03 03 Robin to draft the response to be sent as the auto response **ONGOING**

9. *Accounts to pay*

22 03 03 Pay PO Box account. **COMPLETED**

10. *Letter to Troy – return of items belonging to DTE*

22 03 03 Gary to draft a letter to Troy, to be sent out by Secretary once approved by directors **NOT STARTED**

11. *Legal advisors*

22 03 03 Robin to coordinate discussion about possible legal advisers **ONGOING**

8. Correspondence

1) Inwards

22 02 25 Tania Morsman - request report.pdf

22 02 28 Bank Aust Stmt.pdf

22 03 05 Peter Tippett.pdf
22 03 07 Bservice - business name reg.pdf
22 03 11 Tania Morsman attachment.pdf
22 03 11 Tania Morsman.pdf
22 03 14 David Cruise.pdf
22 03 15 ATO - BAS Refund.pdf
22 03 16 Bank Australia - Grants.pdf
22 03 17 Tania Morsman.pdf
22 03 21 Peter Tippett.pdf
22 03 21 Phillip Bateman - change email.pdf
22 04 02 Peter Tippett 01.pdf
22 04 02 Peter Tippett 02.pdf
22 04 02 Peter Tippett 03.pdf
22 04 03 David McDonald.pdf
22 04 07 ICDA Renewal.pdf
22 04 07 OC – casual vacancy.pdf

2) Inwards – Complaints (confidential)

22 03 02 Marte Kinder.pdf
22 03 10 Marte Kinder attachments.zip
22 03 10 Marte Kinder.pdf
22 03 10 Robin Macpherson 01.pdf
22 03 10 Robin Macpherson 02.pdf
22 03 10 Tania Morsman 01.pdf
22 03 10 Tania Morsman 02.pdf
22 03 13 Marty Schwartz.pdf
22 04 02 Mark Rasmussen.pdf
22 04 03 Marte Kinder attachment.JPG
22 04 03 Marte Kinder.pdf

3) Inwards - Confidential

22 03 08 Robert Hemingway.pdf

4) Inwards - For the OC

22 03 02 Telstra Bill.pdf

22 03 11 Murray Land Services Newsletter.pdf

22 03 18 Regional Roundup - Ed 30.pdf

5) **Correspondence Outward**

22 03 04 BCCM.pdf

22 03 09 Elizabeth Bell.pdf

22 03 09 Lindsay Ward.pdf

22 03 14 David Cruise.pdf

22 03 15 Cooperative change of details addresses and officers .doc

22 03 16 Tania Morsman attachment.docx

22 03 16 Troy Reid.docx

22 03 17 Jenna Trostle.pdf

22 03 17 Phillip Bateman.pdf

22 03 17 Stephen Rowles.pdf

22 03 17 Tania Morsman.pdf

22 03 28 CAV Followup.pdf

22 03 28 MemCom - updates required.pdf

22 04 01 Matti Hanane.docx

22 04 06 BLN BAS Refund.pdf

6) **Acceptance of correspondence**

Motion: That the Correspondence be accepted.

Moved: Kathy, Seconded: Robin, PBC

9. Matters arising from Correspondence

- 1) Peter Tippett has not received a response to his email sent in February.
- 2) Action point: Letter from Secretary about how to send correspondence to the Board to be sent to all members.

10. Motions by Circular

1) **6/3/22**

That the Secretary writes to Elizabeth Bell informing her that she is due \$20 refund and that \$20 is transferred to her account once we receive bank account details.

Proposed: Kathy Supported Tania, Suzie, Gary, Robin Passed

2) **6/3/22**

That the Secretary writes to Lindsay Ward explaining that although his name has been added to the DTE Membership Register, there is no record of payment for his shares in the Cooperative and that until he pays for shares, he is not entitled to the rights of membership..

Proposed: Kathy Supported Tania, Suzie, Gary, Robin Passed

3) 6/3/22

The Board declares that DTE is complying with Section 56 and 58 of the DTE Rules and still qualifies for Not For Profit Status for tax purposes.

Proposed: Kathy Supported Tania, Suzie, Gary, Robin Passed

4) 15/3/22

That the Board accepts the membership cancellation from member Tania Morsman (#1820) with the refund of \$10 membership shareholding being offset by the \$10 administrative fee as effective from the date received (11 March 2022).

Proposed: Kathy Supported Suzie, Elisa, Robin Passed

5) 21/3/22

The Board agrees, as the outcome of the confidential Board discussion held on 2 March 2021 regarding the Redd Consulting report, that

1. Mark receives a warning
2. Mark completes training/coaching/counselling
3. Mark is stood down from any further Facilitator role until the Board is satisfied that Mark has completed his training/coaching/counselling
4. DTE will absorb the cost of training/coaching/counselling.

Proposed: Kathy Supported Elisa, Robin, Kate Passed

6) 2/4/22

That the Board rescinds the recent motion accepting Tania Morsman #1820, resignation and reinstate her as a full member . The Board refunds the \$10 membership shareholding which will be offset by the \$10 administrative fee as effective from the date received (11 March 2022)

Proposed: Suzie Failed

11. Agenda item ID: Confirm Casual Vacancy

Agenda details: In response to correspondence from OC to Board

Motion: That the Board advises the OC that there is a casual vacancy on the Board.

Moved: Robin Seconded: Kate PBC

12. Agenda item ID: ICDA Membership

Agenda details:

Motion: That the Board extends its membership of ICDA.

Moved: Elisa, Seconded: Suzie PBC

13. Agenda item ID: 13830 Sale of Water Allocation 21/22

Agenda details:

Motion: That Kathy Ernst is authorised to arrange the sale of between 101.2 and 179 megalitres of our current water allocation and to sign the transfer and sale documents on behalf of the Board.

Moved: Kathy Seconded: Elisa PBC

14. Agenda item ID: Include Director Inactivity Point Tally in Board Minutes

Agenda details:

The minutes are the best place to record director inactivity points. We need to do minutes for every meeting. The minutes are easily accessed on dte.org.au. If we keep a separate register it is more likely that it is not updated regularly and people will not know where to find the current version.

Motion: That a tally of director inactivity points is recorded in the Board minutes by:

1. The minutes of the current meeting show the tally prior to the start of the meeting.
2. At the end of the meeting, Directors agree on any points to be recorded for each director.
3. The points for the current meeting are recorded at the end of the current minutes.
4. The points accrued for the current meeting are added to the tally recorded in the minutes for the current meeting and recorded at the beginning of the minutes of the next meeting.
5. If a meeting ends before Directors agree on activity points (e.g. meeting loses quorum), the points lost in the meeting are decided at the next meeting and recorded at the start of the minutes. These points and those accrued for the current meeting are then added to the tally at the start of the current meeting and recorded in the minutes of the next meeting.
6. The tally at the start of the minutes must show the dates that the points were accrued so that points more than twelve months old can be removed.

Moved: Kathy, Seconded: Robin PBM

15. Agenda item ID: correction to motion by circular

Agenda details:

Motion: That That the board acknowledge and agree that the discussion which formed the basis for the motion passed by circular on 17-03-2022 contains a typographical error, and that the correct date referenced should read 02-03-2022 NOT 02-03-2021.

Moved: Elisa Seconded: Robin PBC

16. Summary of Carried Resolutions

- 1) That the Board advises the OC that there is a casual vacancy on the Board.

- 2) That the Board extends its membership of ICDA
- 3) That Kathy Ernst is authorised to arrange the sale of between 101.2 and 179 megalitres of our current water allocation and to sign the transfer and sale documents on behalf of the Board.
- 4) That a tally of director inactivity points is recorded in the Board minutes by:
 1. The minutes of the current meeting show the tally prior to the start of the meeting.
 2. At the end of the meeting, Directors agree on any points to be recorded for each director.
 3. The points for the current meeting are recorded at the end of the current minutes.
 4. The points accrued for the current meeting are added to the tally recorded in the minutes for the current meeting and recorded at the beginning of the minutes of the next meeting.
 5. If a meeting ends before Directors agree on activity points (e.g. meeting loses quorum), the points lost in the meeting are decided at the next meeting and recorded at the start of the minutes. These points and those accrued for the current meeting are then added to the tally at the start of the current meeting and recorded in the minutes of the next meeting.
 6. The tally at the start of the minutes must show the dates that the points were accrued so that points more than twelve months old can be removed.
- 5) That the board acknowledge and agree that the discussion which formed the basis for the motion passed by circular on 17-03-2022 contains a typographical error, and that the correct date referenced should read 02-03-2022 NOT 02-03-2021.

17.Actions Tasks from this meeting

- 1) Secretary to send email explaining how to send correspondence to the Board to be tabled at the next meeting to all members
- 2) Pay ICDA Subscription
- 3) Kathy to arrange sale of water
- 4) Board to have working meeting to discuss procedure to deal with replies to correspondence.

18.Director Inactivity Points from this meeting

- 1) 7 April 2022 – five directors attended
- 2) Gary lost 4 points

19.Next Scheduled Meeting Date

Thursday 5 May 2022

20.Meeting ended

10:12 pm