

Down To Earth (Vic) Co-operative Society Ltd ConFest Market Committee Meeting

Minutes

Date: Wednesday 30 November 2022
Time: 8:30pm

Venue: Zoom online
Register on line: https://data.dte.org.au/meeting/current_meeting/portal.php

Zoom Connect: <https://zoom.us/j/6366060624?#success>
Phone Connect: Passcode: 123456 or telephone: (02) 8015 2088 Meeting ID Number 6366060624

Chairperson: Emma Bennett
Minuter Keeper: Corinne Armstrong

1 Welcome

The Chairperson declared the meeting open at: 8:40pm

The Chairperson outline the meeting procedures.

2 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.

3 Attendance

MC Members: Corinne Armstrong, Steve Joe Gregory (Scouse), Fulvio Gerardi, Emma Bennett

Non-MC Members: Malcolm Matthews

Quorum Meet: Yes

4 Confirmation of Previous Minutes

Motion:

That the Minutes of the ConFest Market Committee held on Wednesday 9 November 2022 as posted on data.dte.org.au in the Minutes portal (access Username: member, Password: activekte), be accepted as a true and accurate record of the meeting.

Moved: Corinne
Seconded: Scouse
PBC

5 Action Tasks from Previous Minutes

Meeting Action No.	Person Responsible	Action Item	Status
20221109.01	Emma	To write to Board/Secretary requesting read access to Xero for Emma and Corinne.	DONE
20221109.02	Emma	To write to the Board advising the MC will be sending its own invoices to vendors, quoting the DTE's Bendigo Bank Investment Account.	DONE
20221109.03	Corinne	To email Robin the Trello account email address: fulviogerardi+lc3xzn8ngqzlyrviwgrj@boards.trello.com	DONE
20221109.04	Peter	To amend online Market Vendor application forms as Minuted.	DONE
20221109.05	Corinne	To provide Peter with the vendor application data spreadsheet row ID numbers for the test applications to be deleted.	DONE
20221109.06	Fulvio	To call regular past vendors to ask them to submit an online vendor application.	WIP
20221109.07	Scouse	To speak to Peter Taylor about vendor car rego permits	DONE

Action: Fulvio to call regular past vendors to ask them to submit an online vendor application.

6 Status of ConFest going ahead.

Discussion took place on the doubt of ConFest going ahead due to flooding. Emma advised that as she had been communicating with facilitators, we must proceed to plan for ConFest with no doubt it is going ahead.

7 Review of Vendor Application forms

Corinne presented spreadsheet of all vendor applications received to-date. All vendors accepted as received, as follows:

Vendor Type	Name Of Stall
Craft vendor application	African drumming Clare Sharples (alchemy Wellness) and Greg bean
Craft vendor application	(Spacetrader)
Craft vendor application	Kathryn Peacock
Craft vendor application	Lalli Design
Craft vendor application	Land of Welcome
Craft vendor application	mabelle marra
Craft vendor application	Mermadeit
Craft vendor application	Moonstone designs
Craft vendor application	natural tribal designs
Craft vendor application	nicolas rodrigues
Craft vendor application	Super Mande Percussion
Craft vendor application	Yakâ nYeti
Craft vendor application	Zumbul creations
Craft vendor application	senor chilli
FOOD	Authentic Tibetan Momo
FOOD	Barefoot Blender
FOOD	Holy Cow Chai Tent
FOOD	Owens Oven
FOOD	Popdogs
FOOD	Pulled Kitchen
FOOD	vegilicious
FOOD	Matti Felafel

8 FOOD

14 CRAFT

Discussion took place on more food vendors are required.

Action: Fulvio to call regular past vendors to ask them to submit an online vendor application.

Action: Corinne to draft email to selected vendors to advice of their acceptance and that they will be invoiced early in the new year. Email to be circulated to MC members to approve.

Action: Corinne to draft invoice template to be circulated to be approved by MC members.

8 Actions from meeting

Meeting Action No.	Person Responsible	Action Item
20221130.1	Fulvio	to call regular past vendors to ask them to submit an online vendor application.
20221130.2	Corinne	draft email to selected vendors to advice of their acceptance and that they will be invoiced early in the new year. Email to be circulated to MC members to approve.
20221130.3	Corinne	draft invoice template to be circulated to be approved by MC members

9 Next Meeting

8:30pm on Wednesday 4 January 2023